

HERTS INCLUSIVE THEATRE

England & Wales · Charity number 1180955

Details

Other names	HIT
Status	Registered
Legal form	CIO
Registered	2018-12-03
Register	View on the Charity Commission register

Contact

Address	Trestle Arts Base Russet Drive St. Albans Hertfordshire AL4 0JQ
Phone	01727221414
Email	admin@hit-theatre.org.uk
Website	www.hit-theatre.org.uk

Activities

Objects: TO RELIEVE THOSE IN NEED BY REASON OF DISABILITY AND ECONOMIC OR SOCIAL DISADVANTAGE BY USING THE ARTS AND WELL-BEING THERAPIES AS A TOOL TO HELP THOSE IN NEED AND THEIR FAMILIES IN HERTFORDSHIRE AND NEIGHBOURING.

Activities: HIT is an arts charity which aims to improve the well-being of people, particularly children and young people and those who are disadvantaged or disabled, by using the arts to build confidence and develop skills in an inclusive, fun, creative space.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, Arts/culture/heritage/science
- **Who:** Children/young People, People With Disabilities, The General Public/mankind

Geography

- Harrow
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£260,374	£289,482	-	-
2023-08-31	£192,698	£246,497	-	-
2022-08-31	£215,429	£177,563	-	-
2021-08-31	£160,460	£131,021	-	-
2020-08-31	£190,398	£135,664	-	-

Trustees

Name	Role	Appointed
Gayle Bryans	Chair	2018-08-22
Ben Darmanin		2024-03-20
Deborah Brown		2024-09-30
Fiona Hayes		2024-09-18
Jeremy Freeman		2024-03-20
Kathryn-Anne Rogers		2025-03-13
Matthew Hughes-Short		2025-05-20
Naomi Haynes		2025-05-20
Sarah Ackland		2026-01-20
Tejneet Selhi		2023-03-08

Accounts



**Herts Inclusive
Theatre**

ANNUAL REPORT & ACCOUNTS

**1 SEPT 2023 -
31 AUG 2024**

A Stage for Everyone

Proud Recipient of



Registered charity 1180955



01727 221414



www.hit-theatre.org.uk



admin@hit-theatre.org.uk

HERTS INCLUSIVE THEATRE

REPORT OF THE TRUSTEES AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

CONTENTS

	Page
Reference and Administrative Details	1
Trustees' Report	2-10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14-18



REFERENCE AND ADMINISTRATIVE DETAILS

Registered CIO number

1180955

Registered office

Trestle Arts Base
Russet Drive
St Albans
Hertfordshire
AL4 0JQ

Trustees

G Bryans (Chair)
D Duncan
R Dickman
T K Selhi
J Freeman
B Darmanin
A Perriam (Completed terms of office 31/08/2024)
S Shapiro (Resigned 11/02/2025)
D Brown (Appointed 30/09/2025)
F Hayes (Appointed 18/09/2025)
K Rogers (Appointed 13/03/2025)
M Hughes-Short (Appointed 20/05/2025)
N Haynes (Appointed 20/05/2025)
R Plaxton (Appointed 20/05/2025)



Senior Management

Caroline Stevens (Chief Executive Officer)

Independent Examiner

James Colvin
Mayflower Accountancy & Tax Limited
10 Alma Farm Road
Toddington
LU5 6BG

TRUSTEES' REPORT

The trustees present their report with the financial statements of the charity for the year ended 31 August 2024. 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 the Republic of Ireland (FRS 102) (effective 1 January 2019).

CHARITABLE OBJECTS

A) To advance education by the provision of arts activities to the public, in particular but not exclusively to
i) children and young people ii) disabled people, in Hertfordshire and neighbouring areas

B) To relieve those in need by reason of disability and other disadvantage by using the arts and well-being therapies as a tool to help those in need and their families in Hertfordshire and neighbouring areas

WHAT IS HIT?

We believe that theatre should be something everyone can take part in and enjoy. We know it is a powerful tool for personal development and social change and makes us happier and more connected human beings.

We make creative, safe spaces that:

- are fully inclusive and welcoming to everyone, tailored to give participants with learning disabilities and other additional needs the specialist support they need
- are joyful and educational, giving participants the chance to develop skills, express themselves creatively, have fun and make friends.

The need for HIT stems from the high level of specialist support most of our participants require, which means that mainstream theatre groups are simply not able to cater for them. Without HIT, they would be shut out of the community drama that hundreds of thousands of people across the UK gain so much from. And HIT participants are the very people that need this most: people with learning difficulties face many issues, particularly isolation, low self-confidence and self-esteem, leading to poor mental health.

HIT's activities encompass weekly term-time theatre groups, holiday workshops, theatre productions and various commissioned creative projects. These cater for children, young people and adults across Hertfordshire, most of whom are learning disabled, autistic and/or have various emotional and behavioural difficulties.

Our ultimate impact is that HIT participants and their families have improved lives through the fun, fulfilment, friendships and confidence they gain.



OVERVIEW OF THE YEAR

A major achievement this year was being awarded one of the first King's Award for Voluntary Service by King Charles III. This is the highest honour given to local voluntary groups, equivalent to an MBE, intended to celebrate and shine a light on the difference volunteers make. We were presented with our award by the Lord Lieutenant of Hertfordshire, Robert Voss CBE CStJ, at a celebration event in March 2024.

We were also delighted that former High Sheriff of Hertfordshire, Sarah Beazley, became our permanent patron, having supported us throughout our 21st birthday year.

Highlights of the year included:

- *King's Award for Voluntary Service*
- *First production at the Gordon Craig Theatre in Stevenage*
- *We held seven productions and events across the year, welcoming 524 attendees*

"I just wanted to say a huge well done to you ALL on such an amazing show last Thursday. I laughed, I cried, my heart was full watching such an amazing group of young people and staff performing with such big smiles and confidence. As a parent and a SENCO... this really was inclusion at its finest. We are so blessed to be part of the 'Herts Inclusive Theatre' family."

– HIT Participant's parent

ACTIVITIES, ACHIEVEMENTS & PERFORMANCE

PARTICIPATION

Out-of-school venue activities for children and young people

This year, we offered 245 venue sessions supporting 96 individual participants.

Our children's and youth theatre groups continued across Hertfordshire in Borehamwood, Hemel Hempstead, Stevenage, and Watford.

The Watford groups were involved with the Watford Town Centre 'Winterfest' Christmas Light Switch on in November 2023, performing short, devised pieces. During the spring, the children's theatre worked on an adaptation of the story 'Little Prince', the youth theatre created a devised piece called 'Dr What', nothing to do with a popular time-travelling TV show! These were both performed as a double bill production in June. The summer term saw a member of the youth theatre volunteer with the children's group successfully, demonstrating a clear development in the young person's confidence.

It was an exciting autumn term for the Borehamwood group, which undertook work on the Bronze Arts Award. As part of this, they created a short Beauty and the Beast Pantomime and took a group trip to the Radlett Centre to see a professional version. After the show, the group had a private Q&A session with the cast and were able to use this as part of their Arts Award. They then performed their own version of Beauty and the Beast in March, which included the group choreographing their own dance routines. The group spent the end of the spring and summer terms completing their Arts Award, including the section where participants demonstrate and teach their fellow participants and facilitators a skill or talent. All participants successfully completed and gained their Bronze Arts Award.

TRUSTEES' REPORT cont.

The Stevenage groups both worked on skill development and showcased their talents with a 'Britain's Got Talent' style event during the autumn term. During the spring term, the children's theatre looked at poetry, including the Twisted Tales by Roald Dahl. The youth theatre devised their own production called 'And then there were no pies left' which incorporated a murder mystery. Both pieces were performed at HIT's very first production at the Gordon Craig Theatre in Stevenage in the summer term.

The autumn term saw HIT return to working at the Old Town Hall for our Hemel Hempstead groups. Retro television shows were the theme for these groups, with the children's theatre creating a story based on Mr Men/Little Miss characters, and the youth theatre looking at Scooby Doo. The productions entitled 'Happy Land' and 'The Curse of 13 Ghosts' were performed at the Old Town Hall in March to a sell-out audience. During the summer term, the groups both worked on musical productions, with the children's group working on Seussical the Musical and the youth theatre looking at songs from musicals. They both performed these to family and friends in sharings at the end of the term.

"Parents, carers and families remarked on how much the participants had grown in comfort levels and demonstrating skills even since the last show at Easter."

– Ellie Short, HIT Head of Participation and Inclusion

Holiday Activities

We provided 13 separate activities over the Easter and summer holidays, working with 70 individuals. During the school Easter break we ran four days of activities as part of the HAPpy programme, managed by Hertfordshire Community Foundation. These were well received and themed to spring and healthy living. We ran the sessions in Bishops Stortford, building a new relationship with the South Mill Arts Centre.

The summer holidays saw us deliver seven different projects. Two were 'a play in three days' for children and youth (Red Riding Hood and Fairy Tale themed), plus improvisation and mask making workshops for adults. We also ran three creative wellbeing workshops for children, young people and adults, which explored music, movement and creating 'Happy Places', with mindfulness and wellbeing as an intended outcome. These sat underneath the umbrella of our 'HIT Shine Festival', a celebration of our inclusive activities over the summer.

Adult participation venue sessions

This year, we offered 70 venue sessions supporting 27 individual participants.

Hertford and Ware group launched the autumn term working on their own version of the 'Princess Bride' for performance in the spring. The group was delighted to receive the performance rights to 'All of Us,' a play written by disabled comedian Francesca Martinez, and originally produced by the National Theatre. The group responded well to the content, and the rehearsals generated discussion on the sensitive themes that arose from the play. The HIT team was conscious of this and ensured well-being check-ins throughout rehearsals.

Acting Up performed songs from their summer production of 'Hairspray the Musical' at the Harrow Disability Arts Festival in November. This was the 12th year running that we had taken part in the festival. They then started looking at abridged versions of Shakespeare plays for performance in the following year, featuring extracts from The Tempest, Hamlet, and A Midsummer Night's Dream, as well as some rap!

"Coming to HIT has given him a lot of confidence, especially in performing. In Joseph he had the lead role and really enjoyed this. The last 18 months before joining he had no reason to get up in the morning. This gives him a reason to get up and brings out the creativity in him."

– Parent of adult participant

TRUSTEES' REPORT cont.

Online Activities

We continued to provide a small amount of online adult activities, we offered 35 sessions to six participants.

During the autumn term the online group worked on a script called 'Door or No Door', which had been written by the Watford Youth Theatre. The group performed this online in February 24. During the rest of the spring and summer terms the group worked on a story involving Sleeping Beauty, Robin Hood and Elvis Presley.

WATCH OUR 2024 HIGHLIGHTS – <https://www.youtube.com/watch?v=CmKCOSHvhRk>

PROJECT WORK

Dacorum Borough Council

Colourful Minds – We are now in the seventh year of running the Colourful Minds art for wellbeing programme, with Dacorum Borough Council. We ran two taster sessions at the South Hill Centre at the beginning of November before the course started later in the month for 10 weeks until February 24. The course was run at full capacity and had a waiting list. The sessions were themed around famous artists. We started a second course in March for 12 weeks, and increased capacity to accommodate 21 participants. This course ended with an exhibition of the participants' work at The Old Town Hall in Hemel Hempstead.

Community Action Dacorum

Dacorum Mencap – In the autumn term 2023 we worked with Dacorum Mencap on another project, running on Wednesday evenings in Hemel Hempstead for 12 participants. The participants worked on creating their own pantomime which they performed for an invited audience of family, friends and Community Action representatives in December.

West Thames College, London

West Thames College commissioned us to run 7 weeks of workshops for their adult learners with autism. We ran two workshops during the spring term, which mainly focused on music. The learners enjoyed listening to different styles of music and having a turn at playing music using percussion-based instruments.

Inclusion Training

To develop our Inclusion Training programme further, we ran a pilot session in March for HIT staff, volunteers, trustees and former trustees. The session was well attended and gave us some great feedback for the development of the course.

From 2025 we will be promoting the training to businesses and other local organisations.



Speech Bubbles

Our first delivery year for the Speech Bubbles programme went really well, delivering in three schools in the Watford area: Oxhey Wood Primary School, The Grove Academy, and Coates Way Primary School. As well as delivering the weekly sessions to pupils, we offer CPD "drama tools for great communication" as part of the programme, plus offering it as a one-off to other schools to promote the Speech Bubbles programme to them.

In January, Adam Annand (CEO of Speech Bubbles) and Kasia Trufitt (HIT's Community Engagement Manager) ran a collaborative planning afternoon with staff from all three schools and HIT drama practitioners delivering Speech Bubbles. It was a great way for all to reflect on how the project was going in each school and share challenges and solutions we could support each other with. It was amazing to see the confidence in the teaching assistants, having completed one term with our drama practitioners, they said they could really see the impact the project was having on their students.

We also delivered the CPD to Coates Way Primary School. Feedback from staff included *"I will definitely use these drama exercises in my teaching (some daily)"* and *"I will apply this to everyday teaching and behaviour management to develop inclusion"*.

To widen our reach with the Speech Bubbles programme, we joined in with Watford's teaching network and attending networking events with organisations such as Herts Schools Outreach.

We wrapped up our first year of Speech Bubbles delivery in June 2024. In July, we had an evaluation meeting with all the freelancers and school teaching staff, where we shared successes and challenges from the year. It was really useful to share these reflections and learn from each other. Each school also completed an impact report.

LeeCliffe Big Local

Wednesday Night Project – We were commissioned by Clarion Futures and LeeCliffe Big Local to deliver a workshop once a week at Hertswood Academy in Borehamwood. The project involved workshops in drama, design, and dance for 11-18-year-olds, with a focus on producing their own production at the end of the project. We secured funding from Herts Sports Partnership to support the next stage of the project to continue into the new year and put on a production in May 2024.

We had an average of 13 young people attending the project weekly and they created their own production "Murder on the Dance Floor". The three funders (Leecliffe big local / Herts Sports partnership and Clarion futures) all came along to the event and expressed an interest in supporting this continuation in the autumn.

Watford Museum

We built relationships with Watford Museum and have been commissioned for a project in summer 2026.

South Mill Arts, Bishops Stortford

We were commissioned by South Mill Arts in Bishop Stortford to run regular holiday activities that were inclusive to all young people and focus on drama and art, themed specifically around the shows they had programmed at the time. These took place in April, August, and October.

STAFFING, CONTRACTORS AND VOLUNTEERS

The day-to-day operation is delegated to the Chief Executive Officer, Caroline England, and the core office team which (at time of report) includes the Creative Participation Manager (Ellie Short), Community Engagement Manager – maternity cover (Alison Singleton), Community Engagement Manager – maternity leave (Kasia Truefitt), Fundraising Manager – Grants (Tanya Byrne), Participation Coordinator (Amy Pryke), Operations and Finance Administrator (To be advertised). Marketing is managed by Amber Mountain. The head office is based at Trestle Arts Base in St Albans.

Most of the delivery of activities is undertaken by trained freelance contractors who specialise in drama, theatre, and inclusion. Each group session is delivered by four facilitators: a Lead, an Assistant Facilitator – Access, an Assistant Facilitator – Resources, and a Support Facilitator. They are supported by a team of trained volunteers.

We continue to have a core team of volunteers within the term-time groups who are developing their skills and confidence the longer they are with us. Nine of our volunteers from the previous term re-joined us in the autumn term, seven working with groups and two with the office team. We inducted two new volunteers during this time. We welcomed a work experience student for two days in June 2024. We are still developing the skills of a former participant who volunteers with us in the office one morning every two weeks.

We celebrated the efforts of our volunteers once again during National Volunteers Week by sending them cards and gifts.

“The Stevenage group is the highlight of my week. The staff are all wonderful, I love working with you all.”
– Katie, Stevenage Volunteer

We undertook our annual training needs analysis and created a training plan for the year, delivered free of charge to our freelancers, volunteers and staff. The training included safeguarding, first aid and BSL and Deaf Awareness.

The core team continued to network and ensure they were at the forefront of culture, health and wellbeing throughout the county. Events attended included Watford's Cultural Forum; Dacorum and Watford Youth Strategy Groups; Hertsmere Wellbeing Board; Herts Chamber networking events; Watford & West Herts Chamber networking events; Volunteer Managers Forums; Herts Community Leaders Forum; and the W3RT annual Conference.



FUNDRAISING ACHIEVEMENTS

We continued into the second year of our two multi-year grants, one from The National Lottery Community Fund – Reaching Communities towards our children's and youth activities, and the other from Children in Need towards our core costs.

During the 23-24 year we received grants from the following funders:

Tesco Community Fund

All Aboard

Stevenage Community Trust

The Edward Gosling Foundation

The Childwick Trust

Hertfordshire County Council

The Big Give – Arts for Impact (match funding)

East Herts Council

Hertsmere Borough Council

Ware Town Council

Simon Gibson Charitable Trust

Happy Days Children's Charity

John Apthorp Charity

Postcode Places Trust

Hertfordshire Community Foundation - Workforce Development Grant

Hertfordshire Community Foundation (HCF)

A variety of Councillors from Hertfordshire County Council

We are very grateful to all the small businesses and supporters who have supported us throughout the year in particular, OD Interiors, Compass Residential, Twenty-Two Business Support & Development Ltd, The Property Twins Ltd, The Brand Mirror Ltd, Flamstead Scarecrow Festival, Heath Hill Women's Club, Bricketwood Community Choir, Gayle Bryans' Cabaret Evening, personal donations from the Hertz family and friends, and all the people who took part in our first ever Firewalk.

We were delighted in May to have been chosen by the new, Mayor of Ware, as his charity to support for the year.

We would like to thank all of our funders and supporters for their continued support.

HIT is registered with the Fundraising Regulator and is committed to follow the Code of Fundraising Practice. HIT uses all money raised for the purposes stated in our charitable objects. We agree to treat donors fairly, enable them to make informed decisions about any donation, do not take advantage of individuals in vulnerable circumstances and do not cause an unreasonable intrusion on a person's privacy. There were no complaints registered regarding our fundraising. We make Gift Aid claims only on donations where all the Gift Aid conditions are met. We ensure that all specified reporting requirements and any conditions attached to donations and grants are met in a timely fashion. There were no complaints registered with regards to our fundraising during this period.

TRUSTEES' REPORT cont.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure

HIT is a Charitable Incorporated Organisation, registered with the Charity Commission in England and Wales. It is controlled by its governing document, a CIO foundation model constitution.

Governance and Management

The governance of the charity is the responsibility of the trustees who are elected under the terms of the Constitution (Charitable Incorporated Organisation Foundation Model). The charity endeavours to select a board of trustees with a range of skills and experience needed for the effective running of the charity, including those with 'lived' experience of the needs the charity serves.

The full board of trustees meets four times a year, plus there are finance and risk subcommittees which meet regularly. One trustee acts as the board's Safeguarding Lead and works closely with the charity staff to ensure satisfactory safeguarding measures are in place and regularly reviewed.

HIT's employees manage the charity's programme of activity under the control of the CEO, without the need to refer to the trustees for day-to-day decisions and operations. Decisions of greater importance and impact are referred to the entire board at meetings, or to the Chair in between meetings.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure the appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Management schedule is reviewed and updated regularly by the trustees.

PUBLIC BENEFIT

The objectives and activities and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

FINANCIAL REVIEW

Funding is not provided on a regular basis and is largely dependent annually on a variety of grant-making organisations.

Due to our income exceeding £250,000 this year, we have moved to accruals accounting rather than a receipts and payments basis. The previous year adjustments have resulted in a larger deficit now showing on yr ending 31 August 2023. Now that this shift to accruals has been made, these and future years' accounts will not be negatively affected in the same way.

The trustees have set a free reserves target (unrestricted funds less tangible assets) amounting to three months' budgeted operating costs. This is in order to:

- Ensure the continuity of the organisation in the event of a period of reduced income
- Meet unexpected costs and equipment replacement
- Meet contractual liabilities should the organisation fail

HIT's free reserves are currently not meeting this target due to a couple of years where grant income has been lower than expected. This being the case, Trustees are taking the following measures: budgeting cautiously for the year 2024-25; employing a fundraiser on the staff team rather than freelance support, to increase the hours spent on grant fundraising; reducing activity where necessary in response to regular income forecasting. In this way we aim to rebuild our free reserves over time.

TRUSTEES' REPORT cont.

Income Sources

Principal funding sources comprise:

- Grants
- Participant fees
- Commissioned projects fees
- Donations and sponsored activities where HIT is the beneficiary

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the trustees to prepare financial statements for each year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare 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 to enable them to ensure that the financial statements comply with the Charities Act 1993. They 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.

This report was approved by the trustees and signed on their behalf by:

Gayle Bryans,
Chair of Trustees

Date:

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERTS INCLUSIVE THEATRE

Independent examiner's report to the trustees of Herts Inclusive Theatre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the 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

I am qualified to undertake that examination as a member of the Chartered Institute of Management Accountants.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. Accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. The accounts do not accord with those records;
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.



James Colvin FCMA
The Chartered Institute of Management Accountants

Mayflower Accountancy & Tax Limited

Unit A, Angel Business Centre
1 Luton Road
Toddington
LU5 6DE

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable Activities					
- Grants		56,881	134,772	191,653	142,015
- Project Work fees		7,793	28,263	36,056	6,812
- Participation and ticket fees		19,161	-	19,161	17,390
Donations		8,701	49	8,750	13,295
Corporate sponsorship		-	350	350	-
Fundraising events		4,404	-	4,404	3,655
		<u>96,940</u>	<u>163,434</u>	<u>260,374</u>	<u>183,167</u>
EXPENDITURE ON					
Charitable activities					
Charitable Activities					
- Participation, holiday activities and performances		7,336	113,819	121,155	117,822
- Staffing		51,044	56,881	107,925	90,624
- Project Work		135	23,232	23,367	7,035
Fundraising		18,485	-	18,485	16,935
Administration Costs		18,448	102	18,550	21,726
Other		-	-	-	-
		<u>95,448</u>	<u>194,034</u>	<u>289,482</u>	<u>254,142</u>
Total		95,448	194,034	289,482	254,142
NET INCOME/(EXPENDITURE)	2	1,492	(30,600)	(29,108)	(70,975)
RECONCILIATION OF FUNDS					
Total funds brought forward		14,083	50,959	65,042	136,017
		<u>15,575</u>	<u>20,359</u>	<u>35,934</u>	<u>65,042</u>
TOTAL FUNDS CARRIED FORWARD		15,575	20,359	35,934	65,042

BALANCE SHEET
31 AUGUST 2024

		2024 Total £	2023 Total £
FIXED ASSETS			
Tangible assets	Notes 5	-	-
CURRENT ASSETS			
Debtors	6	9,753	7,602
Cash at bank and in hand		44,690	76,215
		54,443	83,817
CREDITORS			
Amounts falling due within one year	7	18,509	18,775
NET CURRENT ASSETS		35,934	65,042
TOTAL ASSETS LESS CURRENT LIABILITIES		35,934	65,042
NET ASSETS		35,934	65,042
FUNDS			
Unrestricted funds		15,575	14,083
Restricted funds		20,359	50,959
TOTAL FUNDS	8	35,934	65,042

The financial statements were approved by the Board of Trustees and authorised for issue on ...30/06/2025... and were signed on its behalf by:

.....
Gayle Bryans, Chair of Trustees

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

Herts Inclusive Theatre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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 related 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office Equipment - 5-year straight line

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 for 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

Despite making losses trustees keep closely monitoring expenditure and upcoming charity activities, as such trustees consider it appropriate to prepare the accounts on a going concern basis.

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

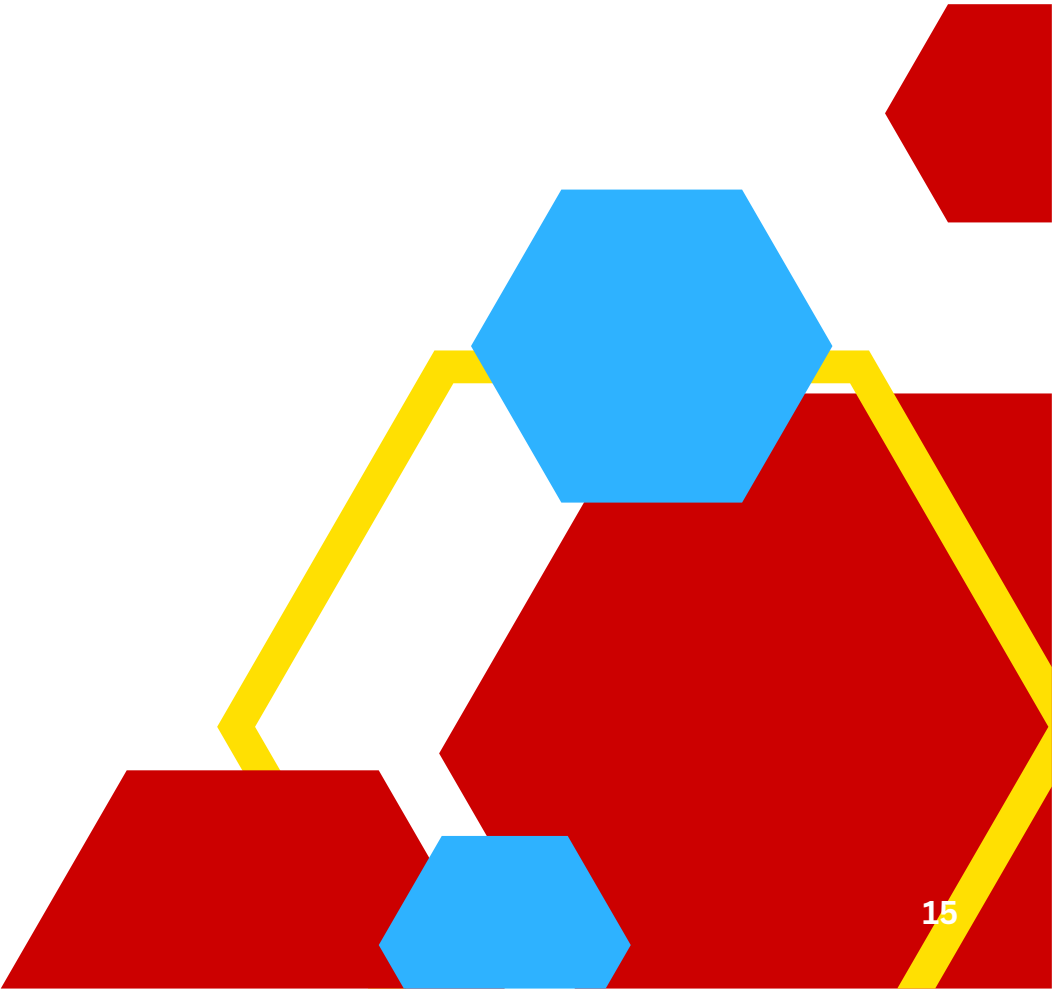
	2024	2023
	£	£
Depreciation - owned assets	-	771

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2024 nor for the year ended 31 August 2023.



4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

		2023	2022
		Total	Total
		funds	funds
		£	£
INCOME AND ENDOWMENTS FROM			
Charitable Activities			
- Grants		142,015	154,410
- Commissioned project fees		6,812	15,407
- Participation and ticket fees		17,390	18,979
Donations		13,295	14,885
Corporate sponsorship		-	2,940
Fundraising events		3,655	10,196
		<u>59,340</u>	<u>217,062</u>
EXPENDITURE ON			
Charitable activities			
Charitable Activities			
- Participation, holiday activities and performances		121,155	80,322
- Staffing		90,624	65,267
- Project work		7,035	6,056
Fundraising		16,935	7,846
Administration Costs		21,726	19,705
Other		-	-
		<u>136,671</u>	<u>179,196</u>
NET INCOME/(EXPENDITURE)	2	(70,975)	37,866
RECONCILIATION OF FUNDS			
Total funds brought forward		136,017	98,151
		<u>14,083</u>	<u>50,959</u>
TOTAL FUNDS CARRIED FORWARD		65,042	136,017

Prior year (2023) was restated to reflect income on commissioned Project Work as deferred income for the 2024 financial statements.

NOTES Cont.

5. TANGIBLE FIXED ASSETS

Fixtures and fittings	£
COST	
At 31 August 2023	4,199
Additions	-
Disposals	-
At 31 August 2024	4,199
DEPRECIATION	
At 31 August 2023	4,199
Charge for the year	-
Disposal of depreciation	-
At 31 August 2025	4,199
NET BOOK VALUE	
At 31 August 2023	-
At 31 August 2024	-

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2024 £
Trade debtors	5,710	7,602
Prepayments	4,043	-
	<u>9,753</u>	<u>7,602</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	137	-
Deferred Income	8,351	9,531
Social security and other taxes	32	-
Accrued expenses	9,990	9,245
	<u>18,509</u>	<u>18,775</u>

NOTES Cont.

8. MOVEMENT IN FUNDS

	At 01/09/23 £	Net movement in funds £	At 31/08/24 £
Overall funds	65,042	(29,108)	35,934
TOTAL FUNDS	<u>65,042</u>	<u>(29,108)</u>	<u>35,934</u>
	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	96,940	95,448	1,492
Restricted funds			
Restricted funds	163,434	194,034	(30,600)
TOAL FUNDS	<u>260,374</u>	<u>289,482</u>	<u>(29,108)</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2024



Accounts



HERTS INCLUSIVE THEATRE
REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

Mayflower Accountancy & Tax Limited
1 Angel Business Centre,
Luton Road,
Toddington
LU5 6DE

HERTS INCLUSIVE THEATRE

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

	Page
Report of the Trustees	3 to 10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14 to 18
Detailed Statement of Financial Activities	19



Acting Up Tech Rehearsal of Hairspray – June 2023

HERTS INCLUSIVE THEATRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2023

The trustees present their report with the financial statements of the charity for the year ended 31 August 2023. 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 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a constitution and constitutes a Charitable Incorporated Organisation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered CIO number

1180955

Registered office

Trestle Arts Base
Russet Drive
St Albans
Hertfordshire
AL4 0JQ

Trustees

G Bryans
D Duncan
A Perriam
R Dickman
S Shapiro
T K Selhi
J Freeman (appointed 20/03/2024)
B Darmanin (appointed 20/03/2024)
A Lazzerini (resigned 01/03/2023)
R Parsons (resigned 04/07/2023)
B Ricketts (resigned 04/12/2023)
L Keogh (resigned 13/06/2024)
C Armstrong (Completed terms of office 20/08/2023)

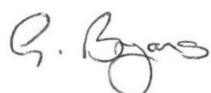
Senior Management

Caroline Stevens (Director)

Independent Examiner

James Colvin
Mayflower Accountancy & Tax Limited
10 Alma Farm Road
Toddington.
LU5 6BG

Approved by order of the board of trustees on ..30/06/2024..... and signed on its behalf



by: ...
Gayle Bryans, Chair of Trustees

OBJECTIVES AND AIMS

- A) To advance education by the provision of arts activities to the public, in particular but not exclusively to i) children and young people ii) disabled people, in Hertfordshire and neighbouring areas
- B) To relieve those in need by reason of disability and other disadvantage by using the arts and well-being therapies as a tool to help those in need and their families in Hertfordshire and neighbouring areas

OVERVIEW OF THE YEAR – September 2022 – August 2023

The 22-23 year was an opportunity to celebrate as it had been 21 years since HIT was established. We invited former High Sheriff of Hertfordshire, Sarah Beazley to become our birthday patron for the year. We saw expansion and growth within the management team with a Development Manager and Community Engagement Manager joining us in the spring. From the very start of the year we noticed the cost of living crisis starting to impact our participants and their families, so we looked at ways in which we could further support them including offering free school holiday provision. We said goodbye to our head office at the Holywell Community Centre in Watford and moved into our new home at Trestle Arts Base in St Albans. We were excited to be more centrally based within the county and also in a theatre venue.

I just wanted to say how much my son is enjoying HIT. He has learnt lots about performing and theatre from the time he has spent with you and made friends and has a lovely social time with you on a Saturday. It's become a big part of his life. There aren't many opportunities for meaningful social engagement for someone with his disabilities and so I just wanted to let you know how much we value what you do at HIT – Parent (Hemel Youth Theatre)

Highlights of the year included:

- Celebrating our 21st Birthday
- Hairspray production
- Moving to Trestle
- Launching our new updated, inclusive and user friendly website
- Being accepted as a delivery partner for the Speech Bubbles primary school programme
- Creating a brand new musical based on the book 'Wands, Wings and Wifi'

ACTIVITIES, ACHIEVEMENTS & PERFORMANCE

PARTICIPATION

Online Activities

Despite things returning to 'normal', there was still a demand for our online adult drama classes. We offered 35 online sessions, supporting 9 individual participants in their own homes, ensuring we were offering creating and exciting activities that could be done within the participants' homes.

The group spent the autumn term creating a film combining the themes of Halloween / Christmas and made a spooky Christmas film for an online sharing in December, followed early in the new year by another short film 'Scroogella'. The end of the spring term was focused on creating characters inspired by their heroes and in the summer term the group enjoyed creating their own play using song lyrics.

After school venue activities for children and young people

This year, we offered 315 venue sessions supporting 77 individual participants in person.

Our children's and youth theatre groups continued in Borehamwood, Hemel Hempstead, Stevenage and Watford.

Our Watford groups were both due to perform Jubilee themed productions at the beginning of September, the decision was taken to cancel these performances as a mark of respect for Her Majesty the Queen's death. Instead, both groups performed at the end of the autumn term, with the children's group doing a

'Charlotte's Web'- inspired piece, and the youth theatre giving their own take on 'The Wrong Pantomime'. The spring and summer were spent working towards 'HIT's Marvellous Summer Showcase' which included the children's theatre performing an adapted version of 'Charlie and the Chocolate Factory' and the youth theatre creating a piece based on the story of 'Matilda'.

We relaunched our children's and youth session in Borehamwood in September after a break during the summer term. The group started working on an adaption of Charlotte's Web 'What happened next', which they performed in the studio at Hertswood Academy in December. The group started the spring term working on a shortened version of the musical 'Annie', combining movement, singing and acting. The group performed this in the studio space again in June. We were delighted to be supported again by a volunteer who joined us as a teenager, went off to university and is now back in the area and volunteering with us again.

The Stevenage children's group started the autumn term being given different stimuli including recycled materials, musical instruments, costumes in order to create stories themed to Land, Sea, and Sky. This culminated in an end of term sharing. The children's group was then written into the youth theatre's production of 'Alice's Merry Unbirthday' based on the story of Alice in Wonderland. The youth theatre started the autumn term working on their Alice-themed production originally for performance in the spring term. However, it transpired that finding a full accessible performance venue with availability in Stevenage was harder than anticipated. The production ended up being performed in the rehearsal space at Lonsdale School but the groups worked with a professional designer who created marvellous set and costumes for the production, so the performers still had a wonderful experience. The youth theatre was also invited to perform an extract as part of the Yes We Can: Stevenage Arts Festival at the Gordon Craig Theatre in June.

Hemel children's theatre performed at the Dacorum Halloween event in Hemel Old Town during October. The group did particularly well on a large stage with no prior rehearsal, and the event attracted a large number of spectators. If we take part in future events we will ensure a break out space is available for participants and the opportunity to rehearse beforehand. Dacorum Council's team was really great and supportive and made all adaptations possible for the group. The group then worked on a production called '5 Little Ghosts' which they performed as a sharing in December. During the Spring term the group joined forces with the youth theatre to work on an adaption of Marion Hertz's book 'Wands, Wings and Wifi'. The summer term the group spent developing line learning, gesture and staging convention skills, using a script based on Julia Donaldson's The Smartest Giant In Town. The youth theatre started the autumn term with an influx of new participants who worked on an original piece called The Adams Family Christmas which they performed at the end of term. The youth theatre then took on the lead roles for 'Wands, Wings and Wifi' in the spring term, which also involved learning original songs and to perform alongside a live band. After a sell-out performance in March the youth theatre spent the rest of the spring and summer terms working on a piece themed around Dungeons and Dragons and they created a small sharing to perform at the end of term.

I just wanted to say a huge 'Thank You' for inviting me to Wands, Wings and Wi-Fi at the Old Town Hall, a delightful story brought charmingly to life. I have to say I am always genuinely heartened by the clear enjoyment and gusto that the actors put into their performance, whether it is the short little skits or a more complex staging like this afternoon. Not sure if the little boy dancing to the music or the little girl constantly looking into the audience was part of the performance or an instinctive reaction to performing in front of an audience. Either way, it was fabulous – Councillor Alan Johnson (Wands, Wings and Wifi Audience Member)

Holiday Activities

Due to the continued strain on families because of the cost-of-living crisis, our strategy for this year's holiday provision was for it to be completely free for participants, with a view to us continuing to offer free activities in the holidays if this has a positive impact on feedback and numbers.

We were awarded the HAPpy funding once again for the Easter holidays, which funded three days of activity in Hemel Hempstead at St Mary's Church Hall. These followed the previously successful format of themed day activities, featuring drama, craft and games.

This summer we delivered 5 weeks of inclusive provision, with attendance of 100 over all the activities (including children, young people and adults) across 5 towns. The sessions this year were all free, one of which including the HAPpy funded project which enabled participants to access free hot meals.

After we had conducted a survey monkey to evaluate the projects, 30% of respondents said they had booked on because the activity was free, with 50% of respondents saying this was an added bonus. The rest said the free places made no difference. We are considering how to move forward, potentially with the Pay What You Can format, with the free place as an option, so we do not exclude participants, but still allow some income from the holidays.

Adult participation venue sessions

This year, we offered 70 venue sessions supporting 31 individual participants in person.

We relaunched groups in Hertford and Ware in October, by offering 3 free masterclasses (Clowning, Physical Comedy and Circus Skills) for current and new participants. We moved the sessions from Sele Farm Community Centre to the Southern Maltings Arts Centre in Ware, which worked much better in a more creative space. For the remainder of the autumn term the group worked on skills, including circus and storytelling. They then started developing a participant led performance themed to 'Back In Time' looking at their own personal stories coupled with various media stimuli. This then developed into looking at milestones, a journey which had them as an individual very much in the centre of the storytelling. The group then developed characters and stories, continuing with the theme of 'Milestones' over the spring and summer term. They performed these stories to friends and family on the last day of the summer term.

Acting Up started the autumn term working on a megamix of songs from the musical 'Joseph and the Amazing Technicolour Dreamcoat'. They performed it at the Harrow Disability Arts Festival in November. We received some good news during the autumn term from production licence company MTI who allowed us to use the licence for the musical 'Hairspray', having first gained permission in 2020 but having to postpone the production. The participants thoroughly enjoyed the rehearsal process for this production and the final performance took place in the Elliot Hall, Harrow Arts Centre in June. It was a huge success and particularly poignant for Acting Up, whose members were significantly impacted by the effects of the lockdown and isolation.

During the spring term Acting Up featured as part of the Thrive London #ThroughTogether series on social media. <https://drive.google.com/file/d/17RKLO2A3wrusNL-XQq9Ilhj8maZgYUiJ/view?usp=sharing>

PROJECT WORK

Dacorum Borough Council

Colourful Minds – The online course started in March 2022 completed in October, the course facilitator and HIT project manager then compiled an extensive evaluation. We were commissioned to run the in person arts and wellbeing course between June and September over 12 weeks at The South Hill Centre in Hemel Hempstead. Prior to this we ran 4 weeks of taster sessions to allow participants the opportunity to find out more about the course and meet the artist delivering the sessions. Attendance from participants was up and down depending on their needs and mental health week to week. The themes covered in the workshops were nature focused, including the sea, animals, flowers and forests. The participants were given focus points of things to create through different art techniques, such as collaging, water colours and sketching.

Community Action Dacorum

Dacorum Mencap – In November we were commissioned for a 4-week drama project, 3 hours per session, working with adults with learning difficulties and additional support needs. The group created a performance which rounded off the project in December. We were commissioned again for a repeat project in May and June 2023.

Watford FC Community Sports and Education Trust

NCS – In November we delivered a 2-hour workshop for 26 young people with additional support

needs and learning difficulties at Garston Manor as part of the NCS programme being run by Watford FC Community Trust.

Hertfordshire Partnership University NHS Foundation Trust

Dove Ward – The second commissioned programme concluded after 8 weeks in October. The feedback from the facilitators indicated that it was a successful project.

HIT Inclusion Training

Throughout the year we continued to develop and improve our inclusion training programme, as well as meeting with local businesses to ensure that we are meeting their training requirements. We trained an additional facilitator to be able to deliver the programme to businesses, as well as creating a high-quality slideshow and information pack to support it.

Speech Bubbles

HIT's Director, Caroline Stevens, was contacted by Adam Annand from Speech Bubbles CIO with an opportunity to become a delivery partner for the Speech Bubbles programme. Speech Bubbles is a primary school based weekly drama programme, working with pupils in Key Stage 1. It is designed to give participants an opportunity to have fun telling stories and acting them out. The programme has a particular emphasis on supporting children to gain confidence and develop their physical and verbal communication skills. Our expression of interest to be a delivery partner was accepted, and we were offered a funded place which would cover their initial set up and management costs. We then created an information pack for schools and distributed to local councils in order to help reach local primary schools. We met with local councillors, and other funders including LeeCliffe Big Local in order to help primary schools in more deprived areas to be able to participate in the programme. We were delighted to receive £8,000 in funding for schools to access Speech Bubbles from the Hertfordshire Community Foundation. This enabled us to offer the programme free of charge to three schools in Watford and South Oxhey from October half term. The schools who signed up to the programme are Coates Way, The Grove Academy and Oxhey Wood. In July 2023, four of our freelance practitioners completed their training to qualify as Speech Bubbles practitioners and be prepared to also deliver CPD in schools as part of the project.

LeeCliffe Big Local

Tuesday Night Project – We were approached by LeeCliffe Big Local in Borehamwood about establishing a weekly project for young people aged 11+ to learn skills in drama, dance, design, and production. The project would allow young people a safe space to socialise and produce a production covering all art forms, taking place at Hertswood Academy.

Borehamwood Foodbank

We were commissioned to deliver a 1.5-hour workshop during the summer holidays to primary school-aged children and their families at the Borehamwood Foodbank. The Mayor of Hertsmere attended and thoroughly enjoyed the workshop. The purpose of the workshop was to introduce the children to drama techniques, games and fun. They were also introduced to the Bathroom Boogie book by Clare Foges and the children acted out parts of the book.

SPECIAL EVENTS

Harrow Disability Arts Festival

HIT again took part in the Harrow Disability Arts Festival for the 11th year running.

Enrich Festival

Working in partnership with Watford Palace Theatre, we planned a weekend of disability led theatre performances and workshops which took place in September 2022 at Watford Palace Theatre. The festival was fully funded by Arts Council England. Contributors included: Natasha Rehman (UV art workshops), Blink Theatre, Freewheelers, Rick Dove, Autistix, Beat Goes On, Facefront Theatre Company, and Amici Dance Theatre Company.

STAFFING, CONTRACTORS AND VOLUNTEERS

The day-to-day operation is delegated to the Director, Caroline Stevens, and the core office team which (at time of report) includes the Creative Participation Manager (Ellie Short), Development Manager (Charlott Saunders), Community Engagement Manager (Kasia Truefitt), Participation Coordinator (Amy Pryke), Operations and Finance Assistant (Tanya Byrne) and Marketing Assistant (Esther Smith). The head office was based at The Holywell Community Centre in Watford until February 2023 when we took the exciting opportunity to rent space at Trestle Arts Base in St Albans.

Most of the delivery of activities is undertaken by trained freelance contractors who specialise in drama, theatre and inclusion. Each group session is delivered by four facilitators, a Lead; Assistant Facilitator – Access, Assistant Facilitator – Resources and Support Facilitator. They are supported by a team of trained volunteers.

We continue to have a core team of volunteers within the term-time groups who are developing their skills and confidence the longer they are with us. Five of our volunteers from the previous term re-joined us in autumn term, four working with groups and one within the office team. We inducted two new volunteers during this time. In spring 2023, we welcomed another two volunteers as support assistants working in our after-school groups.

We are still developing the skills of our former participant who volunteers with us in the office one morning every two weeks. We also had two group volunteers who now help out in the office on an adhoc basis. In June 2023, we worked with The Brit School, hosting a student from the Applied Theatre course. The work experience student worked on a mix of projects, supporting in the office, Hemel CT and YT, Borehamwood, Acting Up and Power Up. This placement ran for 24 hours over two weeks and the student was able to apply skills they had developed during their course. We have maintained the relationship with The Brit School and look to host more placements in the future.

We celebrated the efforts of our volunteers again during National Volunteers Week by sending them cards, and gifts.

I have been a volunteer for one of the adult groups at HIT for over 3 years now. I'd heard about the brilliant work that HIT were doing and wanted to contribute in some way. From the very start I was made to feel welcome by all of the team and participants. I love how all session leaders always involve everyone, including volunteers, during sessions. We all have an active part to play in the production process. This is quite unique, and is one of the reasons I continue to volunteer my time each week. There's a real feeling of togetherness and friendship in the group. If someone in the room isn't having a great day, then even something as simple as a smile or reassurance is given, and this makes a massive difference to how they feel. I've also seen so many member's confidence grow, and it's an amazing thing to witness. I really enjoy my time volunteering at HIT, and as much as I give, I feel I gain a whole lot more! The community that surrounds HIT is special to be a part of. If anyone is looking to be part of something new and volunteer their time, then HIT is definitely the place to be! – Naomi Bhundia

We undertook our annual training needs analysis and created a training plan for the year, delivered free of charge to our freelancers, volunteers and staff. The training included Deaf Awareness and Basic BSL, First Aid at work and Safeguarding.

The core team continued to network and ensure they were at the forefront of culture, health and wellbeing throughout the county. Events attended included Watford's Cultural Forum; Dacorum and Watford Youth Strategy Groups; Hertsmere Wellbeing Board; Herts Chamber networking events; Watford & West Herts Chamber networking events; Volunteer Managers Forums; Herts Community Leaders Forum; and the W3RT annual Conference.

FUNDRAISING ACHIEVEMENTS

We were delighted to receive two multi-year grants in this year, one from The National Lottery Community Fund – Reaching Communities towards our children's and youth activities; and the other from Children in Need towards our core costs.

We also entered into the second year of our £40,000 grant from The Garfield Weston Foundation towards core costs until March 24.

We were also very grateful to the Sylvia Adams Charitable Trust for a donation as part of their legacy giving.

During the 22-23 year we received grants from the following funders:

Tesco Community Fund

All Aboard

Brian Murtagh Charitable Trust

Dacorum Borough Council - Community Grant

HCF Happy Programme

Shanly Foundation

The Souter Charitable Trust

Thomas Wall Trust

Frank Litchfield General Charitable Trust

Hertfordshire Community Foundation - Workforce Development Grant

The Neighbourly Charitable Trust

Saffron Building Society

Watford Community Housing

Mrs Smith & The Mount Trust

Postcode Community Trust – Magic Little Grant

Hertfordshire Community Foundation (HCF)

Hertsmere Borough Council

Harrow Giving – Harrow Together Grant

A variety of Councillor's from Hertfordshire County Council

We are very grateful to all of the small businesses who have supported us throughout the year, in particular the members of the BNI Premier Northwood Chapter; those who took part in and raised sponsorship for our Firewalk; those who took part in and raised sponsorship for the Abseil; HIT's Board of Trustees and all those who supported us through online campaigns, especially our 21st Birthday campaign and donations throughout the year.

We would like to thank all of our funders and supporters for their continued support.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and Management

The governance of the charity is the responsibility of the trustees who are elected under the terms of the Constitution (Charitable Incorporated Organisation Foundation Model). The charity endeavours to select a board of trustees with a range of skills and experience needed for the effective running of the charity, including those with 'lived' experience of the needs the charity serves.

The full board of trustees meets four times a year, plus there are finance, risk and wellbeing subcommittees which meet regularly. One trustee acts as the board's Safeguarding Lead and works closely with the charity staff to ensure satisfactory safeguarding measures are in place and regularly reviewed.

HIT's employees manage the charity's programme of activity under the control of the Director, without the need to refer to the trustees for day-to-day decisions and operations. Decisions of greater importance and impact are referred to the entire board at meetings, or to the Chair in between meetings.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure the appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Management schedule is reviewed and updated regularly by the trustees.

PUBLIC BENEFIT

The objectives and activities and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

FINANCIAL REVIEW

Funding is not provided on a regular basis and is largely dependent annually on a variety of grant-making organisations. The trustees have set a free reserves target (unrestricted funds less tangible assets) amounting to three months budgeted operating costs.

This is in order to:

- Ensure the continuity of the organisation in the event of a period of reduced income
- Meet unexpected costs and equipment replacement
- Meet contractual liabilities should the organisation fail

Income Sources

Principal funding sources comprise:

- Grants
- Participant fees (continued to be reduced due to Covid safe capacity for venue-based activities)
- Commissioned projects fees
- Donations and sponsored activities where HIT is the beneficiary

STATEMENT OF TRUSTEES RESPONSIBILITIES

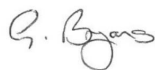
The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the trustees to prepare financial statements for each year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit or the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare 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 which disclose with reasonable accuracy at any time the financial position of the charity to enable them to ensure that the financial statements comply with the Charities Act 1993. They 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.

This report was approved by the trustees and signed on their behalf by:



Gayle Bryans, Chair of Trustees

Date: 30/06/2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERTS INCLUSIVE THEATRE

Independent examiner's report to the trustees of Herts Inclusive Theatre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the 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

I am qualified to undertake that examination as a member of the Chartered Institute of Management Accountants.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. Accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. The accounts do not accord with those records;
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.



James Colvin ACMA
The Chartered Institute of Management Accountants

Mayflower Accountancy & Tax Limited

10 Alma Farm Road
Toddington
LU5 6BG

HERTS INCLUSIVE THEATRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME FROM					
Charitable Activities					
- Grants		25,000	117,015	142,015	154,410
- Commissioned project fees		11,251	5,018	16,269	15,407
- Participant and ticket fees		17,463		17,463	19,069
Donations and Fundraising events		16,951		16,951	26,543
Total income		70,665	122,033	192,698	215,429
EXPENDITURE ON					
Raising funds		28,714	-	28,714	25,235
Charitable activities		83,179	112,708	195,887	132,008
Charitable Activities					
Administration Costs				21,896	20,320
		21,896			
Total		133,789	112,708	246,497	177,563
NET INCOME/(EXPENDITURE)		(63,124)	9,325	(53,799)	37,866
RECONCILIATION OF FUNDS					
Total funds brought forward		91,414	44,603	136,017	98,151
TOTAL FUNDS CARRIED FORWARD		28,290	53,928	82,218	136,017

HERTS INCLUSIVE THEATRE

BALANCE SHEET 31 AUGUST 2023

		2023 Total funds £	2022 Total funds £
FIXED ASSETS	Notes		
Tangible assets	5	-	771
CURRENT ASSETS			
Debtors	6	7,602	1,325
Cash at bank and in hand		76,215	135,642
		83,317	136,967
CREDITORS			
Amounts falling due within one year	7	(1,600)	(1,721)
NET CURRENT ASSETS		82,217	135,246
TOTAL ASSETS LESS CURRENT LIABILITIES		82,217	136,017
NET ASSETS		82,217	136,017
FUNDS			
Unrestricted funds	8	28,290	91,414
Restricted funds		53,928	44,603
TOTAL FUNDS		82,217	136,017

The financial statements were approved by the Board of Trustees and authorised for issue on ...30/06/2024..... and were signed on its behalf by:



.....
Gayle Bryans, Chair of Trustees

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

Herts Inclusive Theatre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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 related 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

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 for 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	<u>771</u>	<u>1,044</u>

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2023

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2023 nor for the year ended 31 August 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2023 nor for the year ended 31 August 2022.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted fund £	Restricted fund £	2022 Total funds £
INCOME AND ENDOWMENTS FROM	Notes			
Donations		<u>78,244</u>	<u>137,185</u>	<u>215,429</u>
EXPENDITURE ON				
Raising funds		25,235	-	25,235
Charitable activities				
Charitable Activities		(23,511)	155,519	132,008
Administration Costs		<u>9,471</u>	<u>10,849</u>	<u>20,320</u>
Total		<u>11,195</u>	<u>166,368</u>	<u>177,563</u>
NET INCOME/(EXPENDITURE)		67,049	(29,183)	37,866
RECONCILIATION OF FUNDS				
Total funds brought forward		68,197	29,954	98,151
TOTAL FUNDS CARRIED FORWARD		<u><u>135,246</u></u>	<u><u>771</u></u>	<u><u>136,017</u></u>

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2023

5. TANGIBLE FIXED ASSETS

Fixtures and fittings

£

COST

At 1 September 2022 and 31 August 2023

4,199

DEPRECIATION

At 1 September 2022

3,428

Charge for year

771

At 31 August 2023

4,199

NET BOOK VALUE

At 31 August 2023

-

At 31 August 2022

771

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2023

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	7,602	1,325
Prepayments	-	-
	<u>7,602</u>	<u>1,325</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR 2022

	2023	
	£	£
Social security and other taxes	-	810
Other creditors	-	311
Accrued expenses	<u>1,600</u>	<u>600</u>
	<u>1,600</u>	<u>1,721</u>

8. MOVEMENT IN FUNDS

	At 1/9/22	Net movement in funds	At 31/8/23
	£	£	£
Overall funds	<u>136,017</u>	<u>(53,799)</u>	<u>82,218</u>
TOTAL FUNDS	<u>136,017</u>	<u>(53,799)</u>	<u>82,218</u>
Net movement in funds, included in the above are as follows:			
	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	70,665	(133,789)	(63,124)
Restricted funds			
Restricted Funds	<u>122,033</u>	<u>(112,708)</u>	<u>9,325</u>
TOTAL FUNDS	<u>192,698</u>	<u>(246,497)</u>	<u>(53,799)</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2023.

HERTS INCLUSIVE THEATRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2023

	2023 £	2022 £
INCOMING RESOURCES		
Charitable Activities	17,463	19,069
Commissioned Projects	16,269	15,407
Donations	13,296	14,316
Corporate Sponsorship	0	2,940
Fundraising Events	3,655	9,287
Grants	142,015	154,410
Total Incoming Resources	192,698	215,429
OUTGOING RESOURCES		
Charitable Activities	111,513	67,046
Staff Costs	78,641	57,278
Commissioned Projects	5,733	7,684
Fundraising	28,714	25,235
Administrative & Office Costs	21,896	20,320
Total Outgoing Costs	246,497	177,563
NET INCOMING (OUTGOING) RESOURCES	(53,799)	37,866
TOTAL Funds brought forward	136,017	98,151
TOTAL FUNDS CARRIED FORWARD	<u>£82,218</u>	<u>£136,017</u>

Accounts



HERTS INCLUSIVE THEATRE
REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2022

Albury Associates Limited
2nd Floor, One Hobbs House,
Harrobian Business Village
Bessborough Road
Harrow
Middlesex
HA1 3EX

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022**

	Page
Report of the Trustees	2 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 to 18
Detailed Statement of Financial Activities	19 & 20



Stevenage Children's Theatre taking part in a warm up exercise – November 2021

HERTS INCLUSIVE THEATRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 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 August 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 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a constitution and constitutes a Charitable Incorporated Organisation.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered CIO number

1180955

Registered office

Trestle Arts Base
Russet Drive
St Albans
Hertfordshire
AL4 0JQ

Trustees

G Bryans
L Keogh
D Duncan
C Armstrong
A Perriam
R Parsons (appointed 9/6/2022)
R Dickman (appointed 9/6/2022)
B Ricketts (appointed 14/9/2022)
S Shapiro (appointed 17/10/2022)
T K Selhi (appointed 8/3/2023)

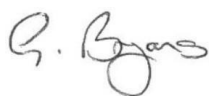
Senior Management

Caroline Stevens (Director)

Independent Examiner

Kiran Patel BA BFP FCA
Albury Associates Limited
2nd Floor, One Hobbs House,
Harrobian Business Village
Bessborough Road
Harrow
Middlesex
HA1 3EX

Approved by order of the board of trustees on ..30/06/2023 and signed on its behalf by:



...
Gayle Bryans, Chair of Trustees

OBJECTIVES AND AIMS

- A) To advance education by the provision of arts activities to the public, in particular but not exclusively to i) children and young people ii) disabled people, in Hertfordshire and neighbouring areas
- B) To relieve those in need by reason of disability and other disadvantage by using the arts and well-being therapies as a tool to help those in need and their families in Hertfordshire and neighbouring areas

OVERVIEW OF THE YEAR – September 2021 – August 2022

The 21-22 year provided the opportunity to return to an operating model similar to that prior to the pandemic of weekly term-time drama groups and holiday arts activities delivered in person. We were also able to launch additional stand-alone projects and we continued to offer vital online provision to support vulnerable adults. At the end of the year we were able to celebrate with the first Heart of HIT Awards (our annual ceremony to recognise the special effort and achievements of selected participants) in a venue since 2019.

This is a truly inclusive organisation who are fantastic. I cannot recommend them enough, they have been brilliant and they are always so helpful and full of ideas – Parent (Hemel Children's Theatre)

Highlights of the year included:

- Launching a pilot drama project of 10 weekly sessions for adults with learning disabilities in Hertford, and the success of this resulting in it becoming one of our regular, ongoing groups.
- Heart of HIT Awards returning to a venue
- Venue-based performances taking place again
- A series of holiday workshops as part of the Hertfordshire HAPpy programme (Government-funded holiday activity and food programme), ensuring children were able to access hot meals during the school holidays alongside creative activities
- Parents Feedback from November 2021 - <https://www.youtube.com/watch?v=J-iRUf7LP1M>

ACTIVITIES, ACHIEVEMENTS & PERFORMANCE

PARTICIPATION

Online Activities

Over the course of the year we offered 64 online sessions, supporting 26 individual participants in their own homes, ensuring we were tackling isolation and mental wellbeing.

Our adult online drama sessions were the most popular of our online activities with films being created at the end of each term. The group created a film exploring seasonal celebrations for a December Virtual Theatre Event in 2021. During the spring and summer terms the group worked on a film version of 'A Midsummer Night's Dream'.

100% of the participants showed an increase in confidence at the end of the spring term on a scale of 1-10 compared with the data taken at the beginning of the term.

Our online children's/youth and adult yoga sessions continued in the autumn 21 term but numbers dwindled towards the end of the term as people shifted back to attending venue-based exercise classes. During the autumn term both groups explored the topic of how to look after their bodies, and what self loves means. The topics they covered were, 'What I love about my body, what is special about me, what my body does for me and how you can keep your mind and body fit and healthy.' This helped create a safe and open space for the participants to open up and to talk about themselves. The movements and techniques were suitably adapted to meet any physical needs of the groups.

After school venue activities for children and young people

This year, we offered 284 venue sessions supporting 140 individual participants in person.

Our children's and youth theatre groups in Hemel Hempstead, Stevenage and Watford, were all able to be delivered in venues throughout this year which helped greatly to bring routine and normality back to our participants. In the summer term 2022 we were delighted to relaunch activities in the Borehamwood area.

Our Watford groups were thriving being based at the Pump House Theatre, and in December 21 enjoyed taking part in venue-based end of term sharing's 'The Stinky Sprouts' and 'Sam Steals Christmas'. The groups then showcased their abilities during the spring term with individual and small group performances in a talent show. During the summer term the groups were researching and learning about the Queen in order to create pieces celebrating her Platinum Jubilee. These performances were scheduled to take place on the 19th September, sadly Her Majesty passed away on the 8th, and we decided to cancel the performances as a mark of respect.

The Stevenage children's and youth theatre sessions moved from the Stevenage Arts Centre to the Gordon Craig Theatre, also in Stevenage. The children's theatre Christmas sharing was an adaptation of a script called 'Old Winter', which focused on the elements – frost, snow, wind etc - as well as rituals of the festive season. The youth theatre continued to develop their piece 'The Brave and The Beast' for a final performance at the end of term. The autumn term sessions looked at how we develop characters including speech and stagecraft. The participants also improved their ability to improvise and sustain their performance. In the spring and summer terms the children's theatre developed a promenade version of 'A Midsummer Night's Dream' and the youth theatre celebrated the platinum jubilee with a piece entitled 'The Great Royal Bake Off', this was performed at The Southern Maltings Theatre summer festival in July.

At the end of the Spring Term participants in the Children's Theatre were asked to rate their confidence increase on a scale of 1 to 10 with 1 being not at all and 10 being 100%, scores were in the range from 7.5 to 10 which were all increases from the beginning of term.

R absolutely loved her trial on Thursday. She came out buzzing, full of it and didn't stop talking all the way home. I'm over the moon we've found you, as she obviously felt very comfortable - Stevenage Parent

Our Hemel Hempstead groups started the new year with a fabulous new leader, Tanya Byrne. The groups spent the autumn term getting to know each other and their new leader. They did this by participating in a range of games and drama activities that explored the changes they could make to their faces and body language. The youth theatre enjoyed learning to sing and dance along to the song "Transylvania Mania" from the Young Frankenstein musical, and wrote, staged and directed a Christmas play, based on it being Christmas every day. The spring and summer terms saw the children's theatre exploring stories and drama techniques. Themes included "Where The Wild Things Are" and were used to develop expressive skills using voice, gesture and mime as well as encourage full expression of emotions through play and dramatic activity. They explored swapping roles in fairy tales, as well as exploring the platinum jubilee in their exercises and learning BSL for kings and queens. The staff worked hard to creatively and holistically meet the diverse range of needs within the group. They implemented strategies learnt at the 'Managing Challenging Behaviours' training provided by HIT earlier in the year. The youth theatre spent the spring term laying the foundations of understanding Sherlock Holmes, detective stories, and concepts of whodunnits, clues and mysteries. The summer term was exploring historical kings and queens and how they may have lived in modern times, particularly Henry VIII and his six wives. Using influence from the musical 'Six', the group devised a piece of theatre 'Six Wives, Six Lives', which they performed at Heart of HIT in June and at St Mary's Church Hall in July 2022.

Participant feedback December 2021 - https://www.youtube.com/watch?v=Qpp_sL6GWvA

Holiday Activities

During October half term, we provided venue-based activities for children and young people, and online workshops for adults, in order to ensure we engaged any participants who were still in social isolation, or experiencing anxiety about coming into a venue space.

For children there were spooky activity mornings, where the participants took part in themed craft, drama and games. These received a high level of interest and attracted lots of young people who had not attended HIT sessions before. For young people we ran afternoon masterclasses in Puppetry and Comedy.. We received really positive feedback from the sessions, including that one participant had talked constantly about his puppet after one of the sessions. For adults we ran two online sessions continuing a seasonal, spooky theme and exploring musical theatre and dance.

At Easter we ran two holiday activity weeks, one for children in Hemel Hempstead and one for youth in Borehamwood. Funded by the HAPpy programme, these activities offered free places to young people who are in receipt of free school meals and included a hot lunch (participants who were not in receipt of free school meals could also buy a hot lunch). Both weeks were themed to Rock and Roll Rivals and Disco Divas. We had new participants signing up via the HAPpy booking system meaning we were working with young people who had never attended a HIT event before.

The hot meals took a lot of planning and time, with the workshop team required to attend additional training. There were challenges with the food being delivered at irregular times, which was stressful for our participants, and one food provider provided pulling out of delivery on the last day of activity due to illness. However, these events were all managed extremely well by the team. All feedback from the families and participants who attended was positive and we had sign-ups for our new term time Borehamwood group.

During the summer holidays we ran three weeks' worth of activities covering Hemel Hempstead, Borehamwood and Stevenage. The first play-in-a-week activity for children was themed around 'Off to a Galaxy'. The participants learnt lines, movement, song and incorporated sign language into an immersive space experience which they presented to parents, carers and HIT staff at the end of the week.

One parent fed back: "Ben, my 5 year old son, had the most amazing week due to the care and commitment of Tayna, Shaine and Rose. He loved going each day and it gave him the independence to join a club without a familiar adult/ family member accompanying him. Ben thoroughly enjoyed the end of week show. It was so wonderful to see each child take part with many opportunities to develop their confidence and skills all in a very comfortable environment. You could see from all the smiles how much the children enjoyed performing to their parents/ carers and how much fun they all had together. This really was inclusion at its finest! Thank you so very much from the bottom of our hearts. Can't wait for the next one!"

The second was a week-long activity for young people themed around festivals. The participants learnt lines, movement, song and created a piece telling the story of an alien invasion in 1889. The aliens were defeated using music, all of which was chosen by the participants. The piece was performed at the end of the week.

The third was three days of crafts, drama and games all themed to caring for the planet. Each day looked at a different element Land, Sky and Water. This was again funded by the HAPpy programme and participants all received a hot meal each day.

Adult participation venue sessions

In September 21 we were delighted to receive funding from East Herts Council to run a 10-week pilot project for adults in the Hertford area, working with local organisation Mudlarks to generate interest. The group developed a simple Christmas themed sharing, incorporating their individual dreams and aspirations. The performance was due to take place in December 2021 at the Mudlarks café in Hertford. Sadly this was cancelled due to Covid concerns that winter. Towards the end of the pilot we started to look for funding in order to continue the project. The bids were successful and the project continued into the spring, working on creating film scripts and characterisation. For the summer term the group devised an original production, 'God Save US Queens' – a piece about the problematic children of three great British monarchs. This was performed at the Platinum Jubilee event at Southern Maltings Theatre in Ware in June 2022.

75% of the participants showed an increase in confidence at the end of the Spring Term compared with the start. On a scale of 1-10 increases went from around 7 when first starting to 9/10 when finishing.

Acting Up returned to venue-based sessions in autumn 2021, and moved into their new home at Harrow Arts Centre. The group worked on a piece inspired by Diwali, called the 'Festival of Light' which they performed as part of the Harrow Disability Arts Festival in November. Over the spring and summer terms the group grew in numbers and we were delighted to welcome back previous participants who had spent a lot of time in isolation. The group looked at music, memorable songs and cultural moments over the Jubilee reign, and had planned to join the Watford CT and YT for their performance on the 18th September, but again this was cancelled in respect of Her Majesty's death.

PROJECT WORK

Dacorum Borough Council

October 2021 – Fun Palaces – We were commissioned to deliver five hours of storytelling in October at Hemel Hempstead Library as part of the nationwide Fun Palaces programme. In addition, we produced a 30-minute online session which was broadcast via Dacorum Council's YouTube channel in October - <https://www.youtube.com/watch?v=83vtcjmgMfk>

November 2021 – Dragon's Apprentice Team – HIT took part in the programme run by Dacorum Borough Council alongside Sir John Lawes School, and Katalyst Training.

March 2022 – Colourful Minds – We were commissioned for a third Colourful Minds programme starting in March. This is an online art therapy course for adults with mental health problems. This 24-week course launched with a taster session with an aim to have increased therapeutic outcomes for the participants by its completion.

Hertfordshire Partnership University NHS Foundation Trust

October 2021 – Dove Ward, Radlett – The Hertfordshire Partnership University NHS Foundation Trust Learning Disability Services commissioned HIT to provide a 12-week project with learning disabled adults with mental health problems. We provided twelve 1.5 hour drop-in sessions for their inpatients.

July 2022 – Dove Ward, Radlett – We were commissioned for a second project in July. This was delivered once every fortnight over sixteen weeks for 1.5 hours per session.

Watford FC Community Trust

December 2021 & June 2022 - NCS – We delivered drama sessions in December at West Herts College for young people with learning disabilities as part of the Watford FC Community Trust's National Citizenship Programme.

Harrow Arts Centre

February and April 2022 – We continued our relationship with Harrow Arts Centre and were commissioned by them to deliver a Mask Making and a Puppetry Workshop, during February half term and the school Easter holidays. These workshops support HAC in their objectives to increase inclusive sessions for children in Harrow with additional needs.

Watford Palace Theatre

March 2022 – We delivered a sensory workshop prior to the relaxed performance of Abigail's Party. The workshop was open to individuals and their carers, who had booked tickets to see the production.

April 2022 – As part of the 'Take Over the Theatre Day', HIT was commissioned to deliver Shakespeare inspired interactive storytelling over three sessions across the morning.

Community Action Dacorum

April 2022 – Dacorum Mencap – Community Action Dacorum commissioned HIT to provide a 12-hour drama project for participants from Dacorum Mencap running from the beginning of April until May. The sessions involved working on a scene and final performance from Grease at The Old Town Hall, Hemel Hempstead.

Feedback from CAD was very positive:

'I just wanted to say thank you so much for organising such a wonderful performance with the group. I think I can speak for everyone there when I say how fantastic it was, and how confident and perfectly timed they all were. The fact that, I think it was Charlie, wanted to do it all again says it all! I would love to run another project similar' – Pauline Chambers, Dacorum Community Action

We were commissioned to deliver a second project in November 2022.

Nysa Projects

July 2022 - My Story – We were delighted to be working with Nysa Projects again to provide inclusive storytelling at the Hitchin Festival in July. This was an interpretation of one of the stories released as part of the 'My Story' project.

Kids Can Achieve

We continued to develop a relationship with KCA and offered adhoc drama-based workshops throughout the year.

HIT Inclusion Training

We continued the development of this project by contracting one of our freelance facilitators to develop the course content using specifications laid out by HIT. After the first draft of the course material was created, we delivered the first pilot training session to Watford Palace Theatre in November 21. Further amendments were made by the project manager and the facilitator to the training content after the review of the first pilot session. The second and third pilot sessions were delivered to Sonovision UK Ltd and St Albans Cathedral respectively. These organisations received the training at cost price in return for feedback, evaluations, publicity images and testimonials. The feedback received was very positive and shaped some of the changes to the content/structure as the pilot continued. The next stages are to create marketing material for the course, engage another training facilitator and make any further changes necessary to the course content.

Other connections

Throughout the year we explored connections and possible project work with Red Kite, East Herts Council, SADA (Stevenage Against Domestic Abuse) and The Living Room Project. These relationships are ongoing.

SPECIAL EVENTS

Bushey Festival

HIT was present again at the Bushey Festival in July for the first time since the pandemic. We provided interactive storytelling and an information stall.

Harrow Disability Arts Festival

HIT took part in the first Harrow Disability Arts Festival in a venue since 2019 with Acting Up presenting their Diwali inspired piece.

Herts County Show

Trustee, Lee Keogh, arranged for us to share space with the Watford Chamber of Commerce at the Herts County Show. We attended on the Saturday of the show weekend, providing information and flyers on HIT services.

Enrich Festival

Following on from the online festival in 2020, we took time during 2021 to plan for the next venue-based festival in 2022. Working in partnership with Watford Palace Theatre, we planned a weekend of disability led theatre performances and workshops which took place in September 2022 at Watford Palace Theatre. The festival was fully funded by Arts Council England. Contributors included: Natasha Rehman (UV art workshops), Blink Theatre, Freewheelers, Rick Dove, Autistix, Beat Goes On, Facefront Theatre Company, and Amici Dance Theatre Company.

STAFFING, CONTRACTORS AND VOLUNTEERS

The day-to-day operation is delegated to the Director, Caroline Stevens, and the core office team which (at time of report) includes the Creative Participation Manager, Development Manager and Administrator. The head office was based at The Holywell Community Centre in Watford until February 2023 when we took the exciting opportunity to rent space at Trestle Arts Base in St Albans.

Most of the delivery of activities is undertaken by trained freelance contractors who specialise in drama, theatre and inclusion. Each session is delivered by three facilitators, a Lead; an Access, Welfare and Inclusion Facilitator; and Support Facilitator. They are supported by a team of trained volunteers.

We continue to have a core team of volunteers within the term time groups who are developing their skills and confidence the longer they are with us. During the autumn term we inducted nine new volunteers, six into group sessions, one office volunteer, one volunteer photographer and one volunteer to support during holiday sessions. In the spring term we inducted three new volunteers into group sessions.

One of our former participants joined us as an office volunteer, working one morning every two weeks, he also joined the Borehamwood sessions as a workshop volunteer.

We worked with Goldsmiths University to host a placement for one of their students. The student was with us for 30 hours in March 2022, she worked with our Hemel Hempstead groups and focused on researching how to incorporate more qualitative data into evaluations. We hope to repeat the process in the future and develop our relationship with Goldsmiths.

We celebrated the efforts of our volunteers in June 2022 during national volunteers week by sending them cards, certificates and gifts. We also successfully applied for a 'Room to Reward' nomination for one of our volunteers, gifting them a night away in a hotel.

HIT has a strong sense of community and a positive, welcoming atmosphere. Volunteering with the (Watford) children's group has given me the privilege of seeing growth in the children's confidence, and has played a huge factor in my decision to pursue future jobs in similar areas - HIT Volunteer, Susannah Collier

We undertook our annual training needs analysis and created a training plan for the year, delivered free of charge to our freelancers, volunteers and staff. The training included Safeguarding for Trustees, Behaviour Management, Autism Awareness, Mental Health First Aid and Emergency First Aid.

The core team continued to network and ensure they were at the forefront of culture, health and wellbeing throughout the county. Events attended included Watford's Cultural Forum; Dacorum and Watford Youth Strategy Groups; Hertsmere Wellbeing Board; Herts Chamber networking events; Future of Watford meeting; W3RT & CAD Volunteer Managers Forums; Herts Community Leaders Forum; and the W3RT annual Conference.

FUNDRAISING ACHIEVEMENTS

We were delighted to receive a £10,000 grant from The Foyle Foundation towards our core costs during this period.

We were very thankful to The Garfield Weston Foundation for their £40,000 grant towards core costs from April 22 until March 24.

During the 21-22 year we received grants from the following funders:

St James's Place Foundation

All Aboard

A variety of Councillor's from Hertfordshire County Council

Hertfordshire Community Foundation

Watford Borough Council

Harrow Community Action

Hertford Town Council

Stevenage Community Trust
Elstree and Borehamwood Town Council
Watford and Three Rivers Trust
Dacorum Borough Council
East Herts Council
Charities Aid Foundation
Co-op Community Foundation
Arnold Clark
The Childwick Trust
Local Giving (Magic Little Grants)
The Edward Gostling Foundation
Hertsmere Borough Council
Rix Thompson Rothenberg Foundation
Arts Council England
Brian Murtagh Charitable Trust
The Sir Jules Thorn Charitable Trust
The Betty Messenger Charitable Foundation

We are very grateful to the following people and organisations for their one off and ongoing support:

Warner Bros. Studios Leavesden
Joe Rylett Estate Agents
Harpenden and Wheathampstead Gang Show
Premier Grand Lodge Freemasons
Paul and Beverley Maston
Greenfields School
Gladsmuir Chapter Masons
HIT's Board of Trustees
and all those who supported us through online campaigns and donations.

We continued our membership of the BNI Premier Northwood Chapter, and the members were very supportive of the charities work. We collaborated with the network's printer to create a HIT Christmas card, which was sold to other members as well as the wider HIT community with all profits going to the charity. Some of the members took part in a sponsored Firewalk in November and one of the members held a festive fundraising pizza evening at her house in December 2021.

We are grateful to 13 of the members for sponsoring our Heart of HIT Awards event and other members for adhoc donations throughout the year especially Paramount Wines.

The chapter's chair visited our Watford children's theatre in February 2022 and in July 2022 one of the members successfully applied to join HIT's board of Trustees.

We were thrilled to have been chosen by two authors during the 21/22 period, the first, Miles Riley whose story was inspired by a HIT session and the second, Marion Hertz, a local children's author who wrote 'Wands, Wings and Wifi' and is donating all proceeds from the sale of the book to HIT. We were delighted to have Warner Bros. Studios Leavesden sponsor the publishing of the book.

We were delighted to be successful with funding for the creation of a new website. The new website will have an integrated bespoke booking system and more accessibility functions than the existing one.

We would like to thank all of our funders and supporters for their continued support.

HIT is registered with the Fundraising Regulator and is committed to follow the Code of Fundraising Practice. HIT uses all money raised for the purposes stated in our charitable objects. We agree to treat donors fairly, enable them to make informed decisions about any donation, do not take advantage of individuals in vulnerable circumstances and do not cause an unreasonable intrusion on a person's privacy. There were no complaints registered regarding our fundraising. We make Gift Aid claims only on donations where all of the Gift Aid conditions are met. We ensure that all specified reporting requirements and any conditions attached to donations and grants are met in a timely fashion.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and Management

The governance of the charity is the responsibility of the trustees who are elected under the terms of the Constitution (Charitable Incorporated Organisation Foundation Model). The charity endeavours to select a board of trustees with a

range of skills and experience needed for the effective running of the charity, including those with 'lived' experience of the needs the charity serves.

The full board of trustees meets four times a year, plus there are finance, risk and wellbeing subcommittees which meet regularly. One trustee acts as the board's Safeguarding Lead and works closely with the charity staff to ensure satisfactory safeguarding measures are in place and regularly reviewed.

HIT's employees manage the charity's programme of activity under the control of the Director, without the need to refer to the trustees for day-to-day decisions and operations. Decisions of greater importance and impact are referred to the entire board at meetings, or to the Chair in between meetings.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure the appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Management schedule is reviewed and updated regularly by the trustees.

PUBLIC BENEFIT

The objectives and activities and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

FINANCIAL REVIEW

Funding is not provided on a regular basis and is largely dependent annually on a variety of grant-making organisations. The trustees have set a free reserves target (unrestricted funds less tangible assets) amounting to six months budgeted operating costs.

This is in order to:

- Ensure the continuity of the organisation in the event of a period of reduced income
- Meet unexpected costs and equipment replacement
- Meet contractual liabilities should the organisation fail

Income Sources

Principal funding sources comprise:

- Grants
- Participant fees (continued to be reduced due to Covid safe capacity for venue-based activities)
- Commissioned projects fees
- Donations and sponsored activities where HIT is the beneficiary

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the trustees to prepare financial statements for each year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare 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 which disclose with reasonable accuracy at any time the financial position of the charity to enable them to ensure that the financial statements comply with the Charities Act 1993. They 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.

This report was approved by the trustees and signed on their behalf by:



Gayle Bryans, Chair of Trustees

Date: 30/06/2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERTS INCLUSIVE THEATRE

Independent examiner's report to the trustees of Herts Inclusive Theatre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Kiran Patel BA BFP FCA
The Institute of Chartered Accountants in England and Wales

Albury Associates Limited
2nd Floor, One Hobbs House,
Harrovia Business Village
Bessborough Road
Harrow
Middlesex
HA1 3EX

Date: 30 June 2023

HERTS INCLUSIVE THEATRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	Unrestricted Fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable Activities		<u>78,244</u>	<u>137,185</u>	<u>215,429</u>	<u>160,459</u>
EXPENDITURE ON					
Raising funds		7,846	-	7,846	180
Charitable activities					
Charitable Activities		59,580	83,548	78,074	47,790
Administration Costs		15,739	10,849	20,320	8,159
Other				71,323	74,891
Total		<u>83,165</u>	<u>94,397</u>	<u>177,563</u>	<u>131,020</u>
NET INCOME/(EXPENDITURE)		(4,921)	42,787	37,866	29,439
RECONCILIATION OF FUNDS					
Total funds brought forward		68,197	29,954	98,151	68,712
TOTAL FUNDS CARRIED FORWARD		<u>91,414</u>	<u>44,603</u>	<u>136,017</u>	<u>98,151</u>

HERTS INCLUSIVE THEATRE

BALANCE SHEET 31 AUGUST 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	5	771	-	771	1,815
CURRENT ASSETS					
Debtors	6	1,325	-	1,325	483
Cash at bank and in hand		91,039	44,603	135,642	108,339
		<u>92,364</u>	<u>-</u>	<u>136,967</u>	<u>108,822</u>
CREDITORS					
Amounts falling due within one year	7	(1,721)	-	(1,721)	(12,486)
NET CURRENT ASSETS		<u>90,643</u>	<u>44,603</u>	<u>135,246</u>	<u>96,336</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>91,414</u>	<u>44,603</u>	<u>136,017</u>	<u>98,151</u>
NET ASSETS		<u>91,414</u>	<u>44,603</u>	<u>136,017</u>	<u>98,151</u>
FUNDS	8				
Unrestricted funds				91,414	96,336
Restricted funds				44,603	1,815
TOTAL FUNDS				<u>136,017</u>	<u>98,151</u>

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

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

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ...30/06/2023..... and were signed on its behalf by:



.....
Gayle Bryans, Chair of Trustees

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 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 2019)', 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 related 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

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 for 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	<u>1,044</u>	<u>1,044</u>

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2022

3. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

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

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable Activities	<u>49,105</u>	<u>111,354</u>	<u>160,459</u>
EXPENDITURE ON			
Raising funds	180	-	180
Charitable activities			
Charitable Activities	47,790	-	47,790
Administration Costs	3,343	4,816	8,159
Other	<u>(61,601)</u>	<u>136,492</u>	<u>74,891</u>
Total	<u>(10,288)</u>	<u>141,308</u>	<u>131,020</u>
NET INCOME/(EXPENDITURE)	59,393	(29,954)	29,439
RECONCILIATION OF FUNDS			
Total funds brought forward	38,758	29,954	68,712
TOTAL FUNDS CARRIED FORWARD	<u>98,151</u>	<u>-</u>	<u>98,151</u>

5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 September 2021 and 31 August 2022	<u>4,199</u>
DEPRECIATION	
At 1 September 2021	2,384
Charge for year	<u>1,044</u>
At 31 August 2022	3,428

NET BOOK VALUE

At 31 August 2022

771

At 31 August 2021

1,815

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2022

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	1,325	(1,553)
Prepayments	-	2,036
	<u>1,325</u>	<u>483</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Social security and other taxes	810	12,028
Other creditors	311	458
Accrued expenses	<u>600</u>	<u>-</u>
	<u>1,721</u>	<u>12,486</u>

8. MOVEMENT IN FUNDS

	At 1/9/21 £	Net movement in funds £	At 31/8/22 £
Overall funds	98,151	37,866	136,017
TOTAL FUNDS	<u>98,151</u>	<u>37,866</u>	<u>136,017</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	78,244	(83,165)	(4,921)
Restricted funds			
Restricted Funds	137,185	(94,397)	42,787
TOTAL FUNDS	<u>217,062</u>	<u>(179,196)</u>	<u>37,866</u>

Comparatives for movement in funds

	At 1/9/20 £	Net Movement At in funds £	31/8/21 £
Unrestricted funds			
General fund	38,758	59,393	98,151
Restricted funds			

Restricted Funds	29,954	(29,954)	-
TOTAL FUNDS	<u><u>68,712</u></u>	<u><u>29,439</u></u>	<u><u>98,151</u></u>

HERTS INCLUSIVE THEATRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 AUGUST 2022

8. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming Movement resources £	Resources expended £	in funds £
Unrestricted funds			
General fund	49,105	10,288	59,393
Restricted funds			
Restricted Funds	111,354	(141,308)	(29,954)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>160,459</u>	<u>(131,020)</u>	<u>29,439</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/9/20 £	Net movement in funds £	At 31/8/22 £
Unrestricted funds			
General fund	38,758	52,656	91,414
Restricted funds			
Restricted Funds	29,954	14,649	44,603
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>68,712</u>	<u>67,305</u>	<u>136,017</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	127,349	72,878	54,471
Restricted funds			
Restricted Funds	248,539	235,705	12,834
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>377,521</u>	<u>(310,216)</u>	<u>67,305</u>

9. RELATED PARTY DISCLOSURES

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

HERTS INCLUSIVE THEATRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Charitable Activities		
Donations	14,885	15,988
Grants	154,410	118,989
Corporate Sponsorship Events	2,940	-
Fundraising Events	10,196	-
Participation Activities	18,979	14,278
Commissioned Projects	15,407	11,204
Production & Promotional Event	245	-
	217,062	
160,459		
Total incoming resources	217,062	160,459
EXPENDITURE		
Other trading activities		
Fundraising Events	7,846	180
Charitable activities		
Sub Contractors	57,539	38,094
Insurance	600	686
Rent	22,168	8,969
Telephone	15	20
Postage and stationery	-	21
	80,322	47,790
Other		
Wages	75,733	67,907
Social security	(11,453)	-
Pensions	987	-
Commissioned Projects	6,056	6,984
	71,323	
74,891		
Support costs		
Management		
Postage and stationery	2,406	185
Advertising	1,238	327
Sundries	1,034	148
Affiliations & Memberships	2,142	960
Equipment Hire	5,308	3,816
Gifts	335	391
Computer Costs	3,270	124
Training Costs	2,110	776
Professional Fees	218	388
Fixtures and fittings	1,044	1,044

8,159

Governance costs

Accountancy fees

600

-

Total resources expended

179,196

131,020

Net income

37,866

29,439

Accounts

Registered Charity Number: 1180955



Herts Inclusive Theatre
Annual Report and Unaudited Financial Statements
for the Year Ended 31st August 2021

Contents

	Page
Reports	
Reference and Administrative Information	3
Report of the Trustees	4 to 9
Independent Examiner's Report	10
Financial Statements	
Receipts and Payments Accounts	11
Balance Sheet	12
Notes to the Financial Statements	13
Detailed Receipts and Payments Account	14



Watford Children's Theatre – Rehearsing 'The Tiger Child' – July 2021

Reference and Administrative Information

Registered Charity (CIO) Number: 1180955

Principal Address: Holywell Community Centre
Chaffinch Lane
Watford
WD18 9QD

Trustees who served during the year and those appointed within the year and since the end of the year:

Christine Armstrong
Neil Ben (*Resigned 31/01/2022*)
Gayle Bryans (Chair)
Stephen Cavinder
Rhea Dickman (*Appointed 09/06/2022*)
David Duncan (Treasurer)
Lee Keogh
Amy Lazzerini
Mike Lewis (Vice Chair) (*Resigned 19/01/2022*)
Sheryl Norman
Rachel Parsons (*Appointed 09/06/2022*)
Aniela Perriam

Senior Management: Caroline Stevens (Director)

Independent Examiner: Selma Felton FCPFA
Chartered Accountant
61A Church Road
WD17 4PY

Trustees' Report

The trustees present their report and financial statements for the year ended 31st August 2021.

OBJECTIVES AND AIMS

- A) To advance education by the provision of arts activities to the public, in particular but not exclusively to i) children and young people ii) disabled people, in Hertfordshire and neighbouring areas
- B) To relieve those in need by reason of disability and other disadvantage by using the arts and well-being therapies as a tool to help those in need and their families in Hertfordshire and neighbouring areas

OVERVIEW OF THE YEAR – September 2020 – August 2021

Herts Inclusive Theatre found the 20-21 year more challenging than the previous one in several respects, one being the varying lockdowns and restrictions. We were pleased to continue to provide a full programme of online activities throughout the year, and in the latter part of the year we were delighted to be able to open up venue-based activities with strict Covid safety protocols in place.

Highlights of the year included:

- Continuing to support vulnerable and isolated participants and their families despite multiple lockdowns and changes in procedures.
- Producing the online Enrich Festival, showcasing the talents of disabled performers
- Launching weekly Stevenage Children's and Youth Theatre sessions, initially online from January but moving to a venue in April.
- Creating and releasing the 'Take a Break' sessions, a selection of short videos throughout the winter lockdown of 2021. Encouraging viewers to have a creative break and including mindfulness, dance, puppetry and storytelling.
- Acting Up producing the very first HIT Annual 2021, featuring work and achievements created by participants during 2021.
- Providing 10 drama sessions to 125 NCS students in a Covid safe environment at a time when there was very little face to face delivery.
- The impact statistics for the 'Colourful Minds' art therapy project (Commissioned by Dacorum Borough Council to deliver) showing a massive achievement - The WEMWBS (Warwick-Edinburgh Mental Wellbeing Scale) scores inputted into the social value measurement tool showed a net benefit of over £30,000 for the Council over 12 weeks.

Covid-19 Update

As the lockdowns and virus continued during the 20-21 period we followed government guidelines and moved work online as and when necessary. We ensured all venue activities were Covid risk assessed and provided participants, contractors and volunteers with access to PPE and cleaning products.

We continued to emergency fundraise in order to support the additional needs of our isolated participants and are grateful for continued support from trusts especially Garfield Weston Foundation, All Aboard, The National Lottery Community Fund, Hertfordshire Community Foundation, Harrow Giving, and Dacorum, Watford, Stevenage and East Herts Councils.

We'd also like to thank our staff, freelance team, volunteers and the many individuals who donated during this year. We have yet again managed to continue and end the year in a secure financial position despite another challenging year.

ACTIVITIES, ACHIEVEMENTS & PERFORMANCE

PARTICIPATION

Online Activities

Between September 2020 and August 2021 we offered 222 online sessions, supporting 323 participants in their own homes, ensuring we were tackling isolation and mental wellbeing.

From September 2020 we launched a weekly online drama session for adults. The group produced a range of original films including a project about seasons and the changes throughout the year which featured the participants own penned poetry. In July 2021 the group premiered a film called 'Murder on the Dance Floor,' exploring a range of themes including soaps and Strictly Come Dancing.

Our online children's and youth theatre sessions continued through the autumn and spring terms but take-up for venue sessions was so popular by the summer that these sessions were no longer necessary. The groups joined together to create an online musical, 'Super Happy Awesome News' during the autumn term and in the spring the children's sessions explored skills themed to the Julia Donaldson book 'Zog'. The youth theatre created an online mystery film called 'Murder in the Mansion'.

Between September 2020 and December 2021 we ran 46 online adult yoga sessions and 46 separate children and youth yoga sessions. These workshops proved a vital wellbeing outlet and social focus during the lockdown periods of 20/21. These sessions helped participants with isolation, wellbeing, and keeping healthy mentally and physically. The sessions explored breathing techniques, meditation, security and protection. The participants who may have found the yoga movements more challenging were able to engage along with meditation, breathing and relaxation and reflect on looking after themselves. The children and youth sessions also discussed gratitude and looked at what the participants are grateful for.

After school venue activities for children and young people

Keen to resume a 'normal' routine for our participants, we re-launched most of our pre-pandemic 'area named' in person sessions from September 2020, even though some of them experienced a mix of online and in person sessions due to lockdown restrictions, with all groups from Jan-April remaining online. There were concerns that this may not work for certain participants and whilst we had a few who have declined to join online, we also received feedback that some participants engaged with Zoom really well and much better than anticipated. We also provided activities to engage with those at home who were not accessing online sessions.

Between September 2020 and August 2021 we offered 419 sessions supporting 492 participants in person (and online when restriction dictated).

The first children's and youth sessions to return to a venue in September 2020 were those taking place in Watford. The participants experienced a range of projects and events over the year. One of the highlights was linking up with Chickenshed Theatre Company who facilitated a joint project alongside other inclusive theatre companies, focusing on Connecting Communities. The participants also created a video signing along to 'Imagine' by John Lennon, and a film called 'Big Green Ham'. The children's theatre was the only group to perform in person that year, presenting a piece of outdoor theatre called 'The Tiger Child', which was performed in the gardens at Watford Museum. Both groups were delighted to welcome the High Sheriff of Hertfordshire to visit them just before the November lockdowns.

The Hemel-based groups started the year online due to participant needs and venue closures. The participants coped extremely well with lots of changes and challenges over the year. They returned to a venue after October half term and then back online after a couple of weeks due to sudden lockdown restrictions. During the unsettled autumn term the children's group participants looked at

panto themed skills whilst the youth theatre took part in a music video produced by the Hospice of St Francis in Berkhamsted. In Spring, the groups welcomed a new Lead Facilitator and looked at the Maurice Sendak book 'Where the Wild Things Are' and a project themed to 'What we'll build together'. Working online was not ideal for some of the participants, particularly the younger ones, so we created short videos of the songs/exercises that had been taught during sessions and shared with participants who normally attend but struggled with online. The summer term was the most settled for the Hemel participants, but they decided to create films to present their term's work. The children's theatre explored fairy stories and using the tool 'story whoosh' to help create stories including the Three Little Pigs and Goldilocks. The group then created music and made masks to go along with their story and shared a film of their work called 'Farmer Jo's Adventure' as part of an online sharing for both groups. The youth theatre discussed the theme 'When this is all over' imagining the things they would do to celebrate together once the pandemic has eased. They devised a show using the participants' ideas, including puppets, slapstick, journeys and music. The film of this, 'Circus Spectacular', was shared alongside the children's theatre group's film.

Having previously identified a need for inclusive drama provision in the Stevenage area, we were looking to start activities in the area in Spring 2020. This was delayed due to the start of the pandemic but we were delighted to be able to launch the provision in January 2021 despite an unexpected lockdown. The groups started online and from April were able to meet in person. The participants and team spent the Summer term getting to know each other and taking ownership of the space. They worked on activities themed around themselves, kindness and their favourite objects/likes/dislikes. The children's theatre shared an open workshop at the end of term where parents and carers were invited to watch the children introduce games and workshops. The youth theatre shared the beginnings of an original piece of theatre, 'The Brave and the Beast'.

Holiday Activities

Covid restrictions required us to continue our online offering during the school Easter holidays. We ran a range of online activities for children, young people and adults, including Mask Making, Improvisation, Music and Movement, Puppetry, Around the World and Script Writing. We hosted another popular interactive Musical Singalong session for all ages.

We were able to go back into venues for Covid safe children's/youth workshops in May half term. At the Pump House in Watford we delivered a day long 'SuperHero Town' workshop for children followed by a day long 'Time Travel' workshop for teenagers. Alongside this we delivered an online 'Storytelling for Wellbeing' workshop for adults.

The summer holidays saw us delivering two full week-long workshops. A week for children at the Old Town Hall in Hemel Hempstead themed around 'Pirates, Mermaids and Monsters of Deep'. The participants devised an original piece of theatre in which the characters travelled on an adventure through the ocean. They used improvisation, song, games and script work over the week to create the play, which included a small exhibition of the young people's art in the foyer and was shared on the last day.

The week for young people took place in Watford at the Pump House and was called 'Kings and Queens of Hollywood'. This group of participants devised a Hollywood themed comedy/murder mystery which they performed to an enthusiastic and receptive audience on the last day.

In Stevenage we delivered three 'adventure days' at Stevenage Arts Community Centre. These stand-alone days were a combination of crafts, drama and games all themed to different journeys. Day one was 'Around the World', Day two 'To The Moon', and Day three 'To The Future'.

For adults we ran a selection box of online two-hour workshops including dance, poetry, storytelling and singing which all proved popular and well received. There was a special summer edition of our 'Interactive Musical Theatre Singalong' and one participant said they'd love to do this in person in the future.

Adult participation venue sessions

As well as delivering our online adult drama sessions, we wanted to re-launch our Harrow-based adult drama sessions 'Acting Up'. We worked closely with the participants from this group, many of whom were extremely vulnerable. Although we were able to run the sessions at the same time each week as they had previously taken place, the sessions took place online for the whole of the year as requested by the participants. The group took this time to reflect on their experience of lockdowns (the challenges, what they have missed, how it has impacted them) and produced a HIT Annual 20/21. This was a digital magazine whereby they inputted their personal profiles and put together interviews and questions for figures within their community. Alongside creating this they explored additional projects including creating a play called 'Up in your head'; and using the time and safe space to discuss Human Rights, particularly their rights as a person with a disability. This was in collaboration with leading national disability theatre company, Graeae. The outcomes of this project are still ongoing, and we hope it will lead to influencing and creating a new Living Declaration of Human Rights from the view point of Learning Disabled People.

PROJECT WORK

September 2020 – Watford Celebration HIT delivered a children's workshop as part of the online Watford Celebration.

October 2020 – Fun Palaces HIT provided storytelling videos as part of both the Watford and Hemel Fun Palaces

October 2020 - Colourful Minds Commissioned by Dacorum Borough Council to deliver 'Colourful Minds' Art Therapy course, which ran online for 12 weeks.

October 2020 - WFC Community Trust (NCS) We ran 5 x 1.5hr workshops as part of The Watford FC Community Trust's NCS programme during October half term. These were venue based Covid secure workshops.

January 2021 - Colourful Minds Commissioned by Dacorum Borough Council for another online Colourful Minds Art Therapy course, this started on 15th January for 12 weeks.

January 2021 - Learn Harrow Commissioned to deliver 4 weekly drama-based workshops on behalf of Learn Harrow, following their specific themes and outcomes. Followed by the extension of the Learn Harrow project which started on the 3rd March and continued until the 30th June and totalled 15 sessions. The sessions were also increased from 1hr 15mins to 1hr 30mins.

February 2021 – Hertfordshire Libraries HIT delivered a live chair yoga session on behalf of Hertfordshire Libraries on the 23rd February and a pre-recorded chair yoga session to include in their promotional packs for their annual 'slipper swap' campaign. This campaign is aimed at their elderly clients with information on staying healthy, active and safe.

April 2021 - Adoption UK – We delivered an online Puppetry workshop on behalf of Adoption UK as part of their Easter programme.

May 2021 - Dacorum Wellbeing Festival – Contracted to produce a yoga and wellbeing video for the Dacorum Wellbeing Festival running online between the 31st May - 6th June.

June 2021 – BNI HIT applied for and received the charity seat at the Premier BNI Chapter. This has enabled HIT to work alongside 40 plus local businesses within the Hertfordshire area.

August 2021 – Inclusion Training Embarked on the initial developmental stages of our Inclusion training course, including research and development of course material content. The inclusion training is a milestone as it is taking our inclusion expertise and sharing this knowledge to create a positive impact on companies within Hertfordshire.

SPECIAL EVENTS

We took over as the lead organisation for the Enrich Festival: a festival which showcases the talents and abilities of learning disabled performers through workshops and performances. The first

festival had taken place in June 2019, at Watford Palace Theatre. The follow up festival was planned for June 2020, but we were forced to push this back to September due to the pandemic and present it online. We had a selection of seven one-hour workshops alongside seven performances which ranged from 10 minutes through to an hour long. We showcased the work of a range of disability and inclusion led organisations including Access all areas, Dance Syndrome, Electric Umbrella, Face Front Inclusive Theatre, Graeae, Mind the Gap, Teatr Bomba Bomba and HIT.

We performed as one of the acts at the Harrow Disability Arts Festival for the ninth year running.

FUNDRAISING ACHIEVEMENTS

We were supported by BNI Premier Chapter Northwood with a free membership from June 2021, which led to event fundraising in the following year. It also enabled us to build our local business contacts and networks.

We were again limited by Covid with fundraising events, and relied on support in the form of donations. We are very grateful to the following people and organisations for their one off and ongoing support: St Albans Musical Theatre Company, The Dan Tien Limited, Enginace Consulting Limited, Toyota Charitable Trust, our Board of Trustees and all those who supported us through online campaigns and donations.

Alongside the Covid support previously mentioned, we received grants from the Co-op Community Fund, Arts Council England, Lawson Trust, Tesco Community Fund, Hertsmere Borough Council, The Boxmoor Trust, Watford Community Housing Trust, Sir Jules Thorn Charitable Trust, John Aphorp Charity and the People's Postcode Lottery. We would like to thank all of our funders and supporters for their continued support.

HIT is registered with the Fundraising Regulator and is committed to follow the Code of Fundraising Practice. HIT uses all money raised for the purposes stated in our charitable objects. We agree to treat donors fairly, enable them to make informed decisions about any donation, do not take advantage of individuals in vulnerable circumstances and do not cause an unreasonable intrusion on a person's privacy. There were no complaints registered regarding our fundraising. We make Gift Aid claims only on donations where all of the Gift Aid conditions are met. We ensure that all specified reporting requirements and any conditions attached to donations and grants are met in a timely fashion.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and Management

The governance of the charity is the responsibility of the trustees who are elected under the terms of the Constitution (Charitable Incorporated Organisation Foundation Model). The charity endeavours to select a board of trustees with a range of skills and experience needed for the effective running of the charity, including those with 'lived' experience of the needs the charity serves.

The full board of trustees meets four times a year, plus there is a finance subcommittee which meets regularly. One trustee acts as the board's Safeguarding Lead and works closely with the charity staff to ensure satisfactory safeguarding measures are in place and regularly reviewed.

HIT's employees manage the charity's programme of activity under the control of the Director, without the need to refer to the trustees for day-to-day decisions and operations. Decisions of greater importance and impact are referred to the entire board at meetings, or to the Chair in between meetings.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure the appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Management schedule is reviewed and updated regularly by the trustees.

FINANCIAL REVIEW

Funding is not provided on a regular basis and is largely dependent annually on a variety of grant-making organisations. The trustees have set a free reserves target (unrestricted funds less tangible assets) amounting to six months budgeted operating costs. This is in order to:

- Ensure the continuity of the organisation in the event of a period of reduced income
- Meet unexpected costs and equipment replacement
- Meet contractual liabilities should the organisation fail

We are pleased that through prudent budgeting, cost savings, and strong fundraising performance, we ended the year with free reserves equivalent to the next 5 months of budgeted operating costs. This puts HIT in a much more financially secure position and enables us to plan ahead with confidence.

Income Sources

Principal funding sources comprise:

- Grants
- Participant fees (reduced this year due to Covid safe capacity for venue-based activities)
- Commissioned projects fees
- Donations and sponsored activities where HIT is the beneficiary

STATEMENT OF TRUSTEES RESPONSIBILITIES

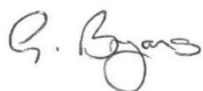
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Charity law requires the trustees to prepare financial statements for each year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare 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 which disclose with reasonable accuracy at any time the financial position of the charity to enable them to ensure that the financial statements comply with the Charities Act 1993. They 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.

This report was approved by the trustees and signed on their behalf by:



Gayle Bryans
Chair of Trustees
Date: 27/6/2022

Independent Examiners Report to the Trustees of Herts Inclusive Theatre

I report on the accounts for the year ending August 31st 2021 set out on pages 11 and 12

Respective responsibilities of Trustees and Examiner

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

I report in respect of my examination of the Trust’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.

Basis of the Independent examiners report

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

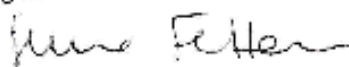
Independent examiners statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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



Date

22/06/2022

Selma Felton FCPA
Chartered Accountant
61A Church Road
WD17 4PY

Financial Statements

RECEIPTS AND PAYMENTS ACCOUNT

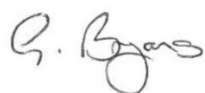
	Restricted 2021 £	Unrestricted 2021 £	Total 2021 £	Restricted 2020 £	Unrestricted 2020 £	Total 2020 £
Incoming resources						
Income from Charitable Activities	111,354	49,106	160,460	78,136	112,262	190,398
Investment Income (note 2)			0			0
Total Income	111,354	49,106	160,460	78,136	112,262	190,398
Resources expended						
Charitable Activity & Administration Costs	72,723	58,298	131,021	48,182	87,482	135,664
Total Outgoing	72,723	58,598	131,021	48,182	87,482	135,664
Net incoming (outgoing) resources	38,631	(-9,192)	29,439	29,954	24,780	54,734
Total Funds brought forward	29,954	38,758	68,712	0	13,978	13,978
TOTAL FUNDS CARRIED FORWARD	68,585	29,566	£98,151	29,954	38,758	£68,712
			=====			=====

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2021

BALANCE SHEET

	2021 £	2020 £
Fixed assets		
Tangible Fixed Assets	1,815	2,859
Current assets		
Debtors & Prepayments	403	520
Petty Cash	440	
Cash at Bank	107,899	78,614
Creditors		
Amounts falling due within one year	12,856	13,281
NET ASSETS	£97,701	£68,712

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



Gayle Bryans
Chair of Trustees
Date: 27/6/2022

Accounting Policies and Notes to the Financial Statements

1. ACCOUNTING POLICIES

Receipts and payments basis

The trustees have taken advantage of the option available to charities who aren't a limited company and whose income for the year does not exceed £250,000 to prepare the accounts on the receipts and payments basis with incoming resources and expenditure included as and when they are received and paid.

Depreciation

Fixed Assets are depreciation over the life of the asset on a straight-line basis at 25% per annum.

Taxation

The charity is exempt from tax on its charitable activities

Fund accounting

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

2. INVESTMENT INCOME

Bank account interest – There was no bank interest received in the year to 31st August 2021.

3. TRUSTEES' REMUNERATION AND BENEFITS

There was no trustees' remuneration or other benefits paid in the year ended 31st August 2021.

Trustees' Expenses

There were no trustee's expenses paid in the year ended 31st August 2021, other than expenses reimbursed in relation to the charity.

4. DETAILED RECEIPTS AND PAYMENTS ACCOUNTS

	2021 £	2020 £
INCOMING RESOURCES		
Charitable Activities	14,278	14,663
Commissioned Projects	11,205	17,440
Donations	15,987	22,604
Corporate Sponsorship	0	3,400
Fundraising Events	0	7,372
Grants	118,990	124,919
Total Incoming Resources	160,460	190,398
OUTGOING RESOURCES		
Charitable Activities	47,790	62,336
Staff Costs	67,907	50,916
Commissioned Projects	6,984	9,714
Fundraising Events	180	1,331
Administrative & Office Costs	8,160	11,367
Total Outgoing Costs	131,021	135,664
NET INCOMING (OUTGOING) RESOURCES	29,439	54,734
TOTAL Funds brought forward	68,712	13,978
TOTAL FUNDS CARRIED FORWARD	<u>£98,151</u>	<u>£68,712</u>

HERTS INCLUSIVE THEATRE

England & Wales - Charity number 1180955

Accounts

Registered Charity Number: 1180955



Herts Inclusive Theatre

Annual Report and Unaudited Financial Statements
for the Year Ended 31st August 2020

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

Contents

	Page
Reports	
Reference and Administrative Information	3
Report of the Trustees	4 to 8
Independent Examiners Report	9
Financial Statements	
Receipts and Payments Accounts	10
Balance Sheet	11
Notes to the Financial Statements	12
Detailed Receipts and Payments Account	13



The Show Must Go.....Online – July 2020

Reference and Administrative Information

Registered Charity (CIO) Number: 1180955

Principal Address: Holywell Community Centre
Chaffinch Lane
Watford
WD18 9QD

**Trustees who served during the year and those appointed within the year
and since the end of the year:**

Christine Armstrong	
Neil Ben	Appointed 4 March 2020
Gayle Bryans (Chair)	
Stephen Cavinder	
David Duncan (Treasurer)	
Helen Elliott	Resigned 7 February 2020
Lee Keogh	Appointed 6 June 2020
Amy Lazzerini	
Mike Lewis (Vice Chair)	
Sheryl Norman	Appointed 4 March 2020
Aniela Perriam	

Senior Management : Caroline Stevens (Director)

Independent Examiner: Selma Felton FCPFA
Chartered Accountant
61A Church Road
WD17 4PY

Trustees' Report

The trustees present their report and financial statements for the year ended 31st August 2020.

OBJECTIVES AND AIMS

- A) To advance education by the provision of arts activities to the public, in particular but not exclusively to i) children and young people ii) disabled people, in Hertfordshire and neighbouring areas
- B) To relieve those in need by reason of disability and other disadvantage by using the arts and well-being therapies as a tool to help those in need and their families in Hertfordshire and neighbouring areas

OVERVIEW OF THE YEAR

Herts Inclusive Theatre started the year well before the challenges of the pandemic set in. We continued our five term time groups in Borehamwood, Hemel Hempstead and Watford, which were attended by 83 children and young people. We also continued to run 'Acting Up' our adult theatre group based in Stanmore and 'Get Set Perform' theatre group in Rickmansworth, working with 77 participants. We maintained our relationship with Woodfield School in Hemel Hempstead and started the delivery of drama sessions at The Collett School in Hemel Hempstead. We continued to work with Three Rivers Council and Dacorum Council delivering a variety of workshops.

In response to the Covid19 pandemic our groups were forced to close during early March, resulting in two of the three HIT employees being furloughed. We put into action an emergency fundraising campaign and from the 15th April were able to launch our online drama and wellbeing sessions. These sessions, along with holiday activities continued throughout the year.

Highlights of the year included:

- Receiving the Chairman's Award for Culture at Watford Borough Council's Audentior Awards in October 2019.
- The success of our last theatre performance of The Wizard of Oz, prior to lockdown, which took place at The Pump House Theatre to a sold out audience in February 2020.
- HIT signed up as Disability Confident Committed, as well as both Family Arts Standards and Age Friendly Arts Standards.
- Becoming the lead organisation of the Enrich Disability Festival, celebrating disability arts.
- The creation of our first ever online musical 'The Show Must Go Online'.
- Our strength and resilience in our response to the Covid19 pandemic, which resulted in an immediate change to our service delivery and the start of our online session delivery in April 2020.

Covid-19 Pandemic Statement

In March 2020, due to the pandemic we had to stop running all our regular venue-based groups, commissioned activities, performances and other events. We put two members of staff on furlough and utilised the Government Job Retention Scheme in order to keep them in our employ. We quickly shifted to online delivery, as detailed in the section below of this report.

We applied to a number of funders for emergency support and are enormously grateful to; The Edward Gostling Foundation, The Blandford Trust, Robert Kiln Charitable Trust, Watford Mayor Emergency Fund, Three Rivers District Council, Locality Budgets, Hertfordshire Community Foundation - Emergency Coronavirus Fund, The Neighbourly Charitable Trust, St. James's Place Charitable Foundation, Tesco Bags of

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

Help Covid19 Communities Fund, The Childwick Trust, Shanly Foundation, Arts Council England Emergency Response Fund, Watford Community Fund, Harrow Giving Coronavirus Emergency Response Fund, BBC Children In Need Covid19 Booster Programme, The Box Moor Trust, A.F Blakemore Community Cashback Grants, United Way Give Local Covid Fund and Garfield Weston Foundation, which all gave grants towards our core costs and online activities over the spring and summer. We'd also like to thank our staff, freelance team, volunteers and the many individuals who donated to our fundraising appeal to help keep HIT going. Together with cost-savings on our overheads, this meant HIT ended the year in a secure financial position. Even as the pandemic continues into 2021, the Trustees are confident of the charity's future.

ACTIVITIES & ACHIEVEMENTS

Term-time Children and Youth Theatres

During the Autumn term 2019 Watford Children's and Youth theatre groups worked on puppetry skills and ended with sharing's of *Room on the Broom* and *A Christmas Carol*. Borehamwood Children's and Youth group continued with rehearsals for their joint performance of *The Wizard of Oz*, which took place in February 2020. Hemel Children's and Youth group started rehearsals for *Pinocchio* which they were due to perform in March 2020.

During the early part of the Spring term 2020 Watford Children's group focused on skills workshops and took part in a variety of sessions including storytelling, music, movement, physical theatre and circus skills. After half term they worked on poetry to create a devised piece looking at the environment. The Watford Youth group took part in a variety of skills sessions, and after half term worked on Shakespeare's *A Midsummer Night's Dream* as part of a mini 'Shakesfest', due to be performed alongside the Borehamwood Youth Theatre in Summer 2020. Borehamwood Children's and Youth groups continued with *The Wizard of Oz* rehearsals, leading to their outstanding performance at The Pump House on the 5th February 2020. After half term they worked on poetry to create a devised piece looking at the environment for the Summer term. The Borehamwood Youth group after half term worked on Shakespeare's 'Scottish play' as part of 'Shakesfest'. Hemel Children's and Youth group continued rehearsals for *Pinocchio* which was due to be performed at the Old Town Hall on Saturday 28th March but sadly cancelled due to the pandemic.

From the week commencing 13th April our Children's and Youth theatre activities were transferred online due to the Covid19 pandemic. We delivered 5 weekly online sessions including drama and yoga on Mondays and Wednesdays, which were open to all our Children's and Youth groups.

Adult Theatre

The Acting Up adult group started the Autumn 2019 term looking at musicals, and chose *Hairspray* as the one they wanted to work on. Rehearsals for the full musical were due to start in January 2020 and the Autumn term was spent learning a movement routine and lyrics for 'Good Morning Baltimore' from the musical to be performed at the Harrow Disability Arts Festival and HIT & Watford Mencap Winter Family Fun Day later in the year.

During the Autumn 2019 term the Get Set Perform adult group created a short story based around their favourite songs, to be performed later in the year at the Harrow Disability Arts Festival and the HIT & Watford Mencap Winter Family Fun Day.

During the Spring 2020 term, the Acting Up adult group started rehearsals for the musical *Hairspray*, this was due to be performed in Summer 2020. The Get Set Perform adult group started work on creating two short silent films to be shown in Summer 2020, as part of an outdoor film festival, linked to Herts Year of Culture. Unfortunately, these groups had to close in March 2020 due to the Covid19 pandemic.

From week commencing 13th April our adult theatre activities were transferred online and we delivered 3 weekly online drama and yoga sessions on Tuesday, Thursdays and Fridays, which were open to all our adult groups.

Project work

We continued to provide after school drama workshops for children with severe learning disabilities at Woodfield School and started providing afterschool drama at The Collett School. We also continued our daytime adult project Get Set Yoga with Three Rivers Council.

We worked with Dacorum Council to provide art therapy sessions for their Colourful Minds and Cherished projects. These projects were centred around mental health and wellbeing. Leading on from this we delivered a social art group called 'Art in Mind' for those who had previously attended the Colourful Minds courses and were still seeking support.

We were brought in for the third year running by Watford FC Sports and Community Trust to deliver teambuilding and confidence workshops to teenagers as part of their National Citizen Service programme.

We developed a relationship with Ascend Charity UK in South Oxhey, supporting their building better opportunities work, providing two drama based projects for their residents, with a focus on developing skills and confidence.

Performances & Special Events

We produced one large scale production and two smaller scale during the 19/20 year and created one online musical.

During lockdown we started a monthly Virtual Theatre which took place on the last Monday of every month, providing a virtual stage and opportunity for anyone to perform in front of a live audience on Zoom.

On Saturdays we delivered half an hour live YouTube drama, singing and craft sessions for children, which was open to all. Alongside this we produced recorded activities, which were posted on our social media platforms, providing free on demand drama and wellbeing activities for all.

We held our fifth annual Heart of HIT Awards online, which celebrated the achievements of HIT participants, volunteers and staff throughout the past year.

We performed as one of the acts at the Harrow Disability Arts Festival for the eighth year running.

We provided story telling sessions at the Watford and Hemel Hempstead libraries as part of Fun Palaces.

Holiday Activities

Throughout the year we continued to provide a programme of holiday activities online. This included; Harry Potter workshops, based around a SEN pack provided by Warner Brothers; a two week film project for young people which included discussions on films and genres, creating a script, learning different shot names and techniques, character development, storyboarding, filming and an introduction to editing and the creation of a final film; three day children's themed workshops which were broken into individual themes, the first three based on Julia Donaldson books, and the second three based on well-known fairy tales. The workshops included warm ups, themed drama games, arts and crafts, signing and movement.

For adult groups we provided adult skills sessions which consisted of 5 separate themed workshops, introducing them to a different skill each week. The skills covered were Singing, Puppetry, Acting on Stage, Comedy and Characterisation. We delivered a movement project which focused on wellbeing and the body and the importance of movement to stay healthy.

During May and June, some of our participants also took part in an online musical project, this involved individual and group rehearsals, filming a short clip at their home, and then editing all of the clips together to create a 40 minute film. This film was premiered online and attended by 65 households.

FUNDRAISING

We took part in our third season running a charity kiosk at Watford Football Club and the WFC Sports and Community Trust Corporate Sports Day.

We held our annual Family Fun Day in partnership with Watford Mencap at Watford Colosseum for the seventh year running.

We were chosen to take part in Dacorum's 'Dragon's Apprentice' and matched up with a Harpenden School and Hertfordshire Chamber of Commerce. We were selected as one of Clement Danes School's Christmas charities.

We took part in carol singing with Bushey Academy school during the morning rush hour at Bushey Station.

Alongside the Covid19 relief grants previously mentioned, we received grants from - The Co-op Foundation; Dacorum Community Grants; Groundworks UK - Right to Thrive LDN; The Funding Network; The Roland Callingham Foundation; All Aboard; TK Maxx; The Lawton Trust; The Sun 50 Fund; Brian Murtagh Charitable Trust; Aviva Crowdfunding; United Way Give Local Grants Programme; Gannett Foundation UK and Warner Bros and we would like to thank all of our funders for their continued support.

We continued to develop our networks and build on our relationships with local schools, businesses and other organisations.

HIT is registered with the Fundraising Regulator and is committed to follow the Code of Fundraising Practice. HIT uses all money raised for the purposes stated in our charitable objects. We agree to treat donors fairly, enable them to make informed decisions about any donation, do not take advantage of individuals in vulnerable circumstances and do not cause an unreasonable intrusion on a person's privacy. There were no complaints registered regarding our fundraising. We make Gift Aid claims only on donations where all of the Gift Aid conditions are met. We ensure that all specified reporting requirements and any conditions attached to donations and grants are met in a timely fashion.

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Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure the appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Management schedule is reviewed and updated regularly by the trustees.

FINANCIAL REVIEW

Funding is not provided on a regular basis and is largely dependent annually on a variety of grant-making

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

organisations. The trustees have set a free reserves target (unrestricted funds less tangible assets) amounting to six months budgeted operating costs. This is in order to:

- Ensure the continuity of the organisation in the event of a period of reduced income
- Meet unexpected costs and equipment replacement
- Meet contractual liabilities should the organisation fail

We are pleased that through prudent budgeting, cost savings, and strong fundraising performance, we ended the year with free reserves equivalent to the next 5 months of budgeted operating costs. This puts HIT in a much more financially secure position and enables us to plan ahead with confidence and weather the continued challenges of the pandemic.

Income Sources

Principal funding sources comprise:

- Grants
- Participant fees (reduced in the latter part of the year due to the closure of our in-person weekly children, youth and adult groups)
- Commissioned projects fees
- Donations and sponsored activities where HIT is the beneficiary

STATEMENT OF TRUSTEES RESPONSIBILITIES

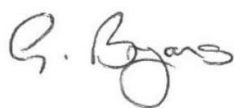
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This report was approved by the trustees and signed on their behalf by:



Gayle Bryans
Chair of Trustees

Date: 31st March 2021

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

Independent Examiners' Report to the Trustees

I report on the accounts for the year ending August 31st 2020 set out on pages 11 and 12 Respective responsibilities of Trustees and Examiner

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

I report in respect of my examination of the Trust'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(S)(b) of the Act.

Basis of the Independent examiners report

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

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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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



Date 31 March 2021

Selma Felton
FCPFA Chartered Accountant
61A Church Road
WD17 4PY

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

Financial Statements

RECEIPTS AND PAYMENTS ACCOUNT

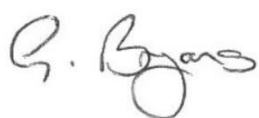
	2020	2019
	£	£
Incoming resources		
Income from Charitable Activities	190,398	150,825
Investment Income (note 2)	0	0
Total Income	190,398	150,825
Resources expended		
Charitable Activity & Administration Costs	135,664	146,747
Net incoming (outgoing) resources	54,734	4,078
Total Funds brought forward	13,978	9,900
TOTAL FUNDS CARRIED FORWARD	£68,712	£13,978
	=====	=====
Restricted and Unrestricted Income Breakdown		
Restricted Income	78,136	
Unrestricted Income	112,262	
Total Income	190,398	
Restricted and Unrestricted Expenditure Breakdown		
Restricted Expenditure	48,182	
Unrestricted Expenditure	87,482	
Total Expenditure	135,664	

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

BALANCE SHEET

	2020	2019
	£	£
Fixed assets		
Tangible Fixed Assets	2,859	1,522
Current assets		
Debtors & Prepayments	520	1,052
Cash at Bank	78,614	14,945
Creditors		
Amounts falling due within one year	13,281	3,541
NET ASSETS	£68,712	£13,978
 Funds		
Unrestricted Funds	38,758	13,978
Restricted Funds	29,954	
TOTAL FUNDS	£68,712	£13,978

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



Chair of Trustees

Date: 31st March 2021

Accounting Policies and Notes to the Financial Statements

1. ACCOUNTING POLICIES

Receipts and payments basis

The trustees have taken advantage of the option available to charities who aren't a limited company and whose income for the year does not exceed £250,000 to prepare the accounts on the receipts and payments basis with incoming resources and expenditure included as and when they are received and paid.

Depreciation

Fixed Assets are depreciation over the life of the asset on a straight-line basis at 25% per annum.

Taxation

The charity is exempt from tax on its charitable activities

Fund accounting

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

2. INVESTMENT INCOME

Bank account interest – There was no bank interest received in the year to 31st August 2020.

3. TRUSTEES' REMUNERATION AND BENEFITS

There was no trustees' remuneration or other benefits paid in the year ended 31st August 2020.

Trustees' Expenses

There were no trustee's expenses paid in the year ended 31st August 2020, other than expenses reimbursed in relation to the charity.

HERTS INCLUSIVE THEATRE
ANNUAL REPORT AND FINANCIAL STATEMENTS 31 AUGUST 2020

4. DETAILED RECEIPTS AND PAYMENTS ACCOUNTS

	2020	2019
	£	£
INCOMING RESOURCES		
Group Sessions	11,725	19,195
Commissioned Projects	17,440	18,798
Donations	22,580	22,542
Corporate Sponsorship	3,400	1,808
Fundraising Events	7,372	10,311
Grants	124,919	68,497
Holiday Activities	1,033	4,620
Productions	1,929	5,054
Total Incoming Resources	190,398	150,825
 CHARITABLE ACTIVITY & ADMIN COSTS		
Project Costs	2,181	2,045
Staff Costs (freelance workshop leaders & office staff)	114,379	117,014
Venue Hire	12,520	16,322
Fundraising	446	2,883
Theatre Trip Costs		875
Office & Admin Costs	6,138	7,608
Total Charitable Activity Administration Costs	135,664	146,747
 NET INCOMING (OUTGOING) RESOURCES	 54,734	 4,078
 TOTAL Funds brought forward	 13,978	 9,900
TOTAL FUNDS CARRIED FORWARD	<u>£68,712</u>	<u>£13,978</u>