



**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

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Acting Up Tech Rehearsal of Hairspray – June 2023

# **HERTS INCLUSIVE THEATRE**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2023**

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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)

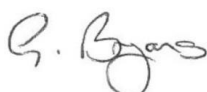
#### **Senior Management**

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 21<sup>st</sup> 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-XQq9Ihjh8maZgYUiJ/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 Hertsmer 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 11<sup>th</sup> 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 the 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 21<sup>st</sup> 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**

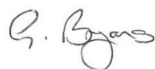
The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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**

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

# HERTS INCLUSIVE THEATRE

## BALANCE SHEET 31 AUGUST 2023

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

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### **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

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

## HERTS INCLUSIVE THEATRE

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

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#### 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	1,600	600
	<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	136,017	(53,799)	82,218
	<u>136,017</u>	<u>(53,799)</u>	<u>82,218</u>
<b>TOTAL FUNDS</b>	<b>136,017</b>	<b>(53,799)</b>	<b>82,218</b>
Net movement in funds, included in the above are as follows:			
	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	70,665	(133,789)	(63,124)
<b>Restricted funds</b>			
Restricted Funds	122,033	(112,708)	9,325
	<u>192,698</u>	<u>(246,497)</u>	<u>(53,799)</u>
<b>TOTAL FUNDS</b>	<b>192,698</b>	<b>(246,497)</b>	<b>(53,799)</b>

### 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 £
<b>INCOMING RESOURCES</b>		
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
<b>Total Incoming Resources</b>	<b>192,698</b>	<b>215,429</b>
<b>OUTGOING RESOURCES</b>		
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
<b>Total Outgoing Costs</b>	<b>246,497</b>	<b>177,563</b>
<b>NET INCOMING (OUTGOING) RESOURCES</b>	<b>(53,799)</b>	<b>37,866</b>
TOTAL Funds brought forward	136,017	98,151
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>£82,218</u></b>	<b><u>£136,017</u></b>