



Trustees' Annual Report for the period

From

Period start date

1st January 2024

To

Period end date

31 December 2024

Section A Reference and administration details

Charity name

Crown Wharf Theatre

Other names charity is known by

Registered charity number (if any)

1181516

Charity's principal address

1a Crown Street

Stone

Staffordshire

Postcode ST15 8QN

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|--------------------|-----------------|-----------------------------------|---|
| 1 | Robert Kenney | Chairman | | |
| 2 | Craig Chesters | Secretary | | |
| 3 | Leo Capernaros | | | |
| 4 | Harriet Capernaros | Treasurer | | |
| 5 | Mark Doran | | | |
| 6 | Jill Hood | | | |
| 7 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|----------------|-----------------------------------|
| Not Applicable | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| Not Applicable | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

Not Applicable

Section B

Structure, governance and management

Description of the charity's trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | A maximum of 12 trustees can be appointed by a resolution passed at a properly convened meeting of the charity trustees. One nominated trustee is permitted from Stone Revellers Theatre. |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Charity trustees meet on a monthly basis and have overall oversight of all volunteer and theatre activity. They meet to ensure all policies and procedures are being adhered to, that charitable objectives are being met and to ensure financial sustainability.

The Crown Wharf Theatre Management team are formed from a group of volunteers (including trustees) and are responsible for the day-to-day operations of the theatre including Front of House, Marketing, Operations, Technical and Programming.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote the arts for the public benefit in particular but not exclusively by:

- 1) Providing an accessible and affordable performance venue, for the residents of Staffordshire and its surrounding counties.
- 2) Advancing the education of the performing arts, theatre, music, dance and cinema to further the development of public appreciation.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Our purpose is to provide an affordable and accessible venue for the whole community, enhancing local access to arts and culture and inspiring community participation across a range of performing arts and activities.

Sufficient funding was secured that enabled us to open our doors to the community in November 2024. We opened with an in-house production of "Shakespeare in Love" which was a true celebration of theatre and how it can enrich the lives of everyone around it. Open auditions ensured inclusivity with zero membership fees. Affordable ticket prices ensured accessibility to a wide sector of the community. The show was a sell out and vital funds were raised to boost our operating cashflow.

Prior to opening the community joined together to not only finish the build side of the project but were recruited and trained to form our 70 strong Front of House volunteer team. Without our wonderful volunteers this venue wouldn't exist and is truly a place built by and ran by the community that it serves.

Local community groups hired the venue for the first time with great success and benefitted from our cheaper community hire rate, with all rebooking for the following year.

We confirm that the trustees have had regard to the Charity Commission's guidance on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Main achievements for 2024

- o The completion of the build phase of the project.
- o Recruited and trained approximately 70 Front of House volunteers to support the running of the venue.
- o The opening of The Crown Wharf Theatre for business!
- o A sold-out opening production of “Shakespeare in Love”.
- o Moving our Agenda comedy nights from the Crown Wharf boardroom to the main auditorium space.
- o The creation of bespoke artwork from a local school to brighten the backstage areas.
- o Successful first hires from local community groups: Stone Revellers, Rooftops Academy, Musical Youth Theatre Stafford and Theatre1. All have rebooked the space.
- o An affordable Christmas cinema season designed specifically for families.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity has a reserves policy of £10,000.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)

| | |
|---|---|
|  |  |
|---|---|

Full name(s)

| | |
|---------------|--------------------|
| Robert Kenney | Harriet Capernaros |
|---------------|--------------------|

Position (eg Secretary, Chair..)

| | |
|----------|-----------|
| Chairman | Treasurer |
|----------|-----------|

Date

| |
|-----------|
| 4/09/2024 |
|-----------|



| | | | | | |
|--------------------------------|------------|----|------------------------|------------|-------|
| The Crown Wharf Theatre | | | Charity No (if any) | 1181516 | CC17a |
| Annual accounts for the period | | | | | |
| Period start date | 01/01/2024 | To | Period end date | 31/12/2024 | |

Section A Statement of financial activities

| Recommended categories by activity | Details of own analysis | Note | Restricted | | | | | |
|---|-------------------------|------|--------------------|--------------|-----------------|-----------------|-----------------|---------|
| | | | Unrestricted funds | income funds | Endowment funds | Total this year | Total last year | |
| | | | £ | £ | £ | £ | £ | |
| | | | F01 | F02 | F03 | F04 | F05 | |
| Incoming resources (Note 3) | | | | | | | | |
| Incoming resources from generated funds | | | | | | - | - | |
| Voluntary income | | S01 | 6,228 | | | 6,228 | 15,323 | |
| Activities for generating funds | | S02 | 52,065 | | | 52,065 | 8,144 | |
| Investment income | | S03 | 144 | | | 144 | 232 | |
| Incoming resources from charitable activities | | S04 | | 65,204 | | 65,204 | 504,795 | |
| Other incoming resources | Interest free Loans | S05 | 10,000 | | | 10,000 | 10,000 | |
| Total incoming resources | | | S06 | 68,437 | 65,204 | - | 133,641 | 538,494 |
| Resources expended (Notes 4-8) | | | | | | | | |
| Costs of Generating Funds | | | | | | - | - | |
| Costs of generating voluntary income | | S07 | | | | - | - | |
| Fundraising trading costs | | S08 | 22,987 | | | 22,987 | 5,435 | |
| Fixed Asset Depreciation | | S09 | 35,725 | | | 35,725 | 20,254 | |
| Charitable activities | | S10 | 7,324 | | | 7,324 | 3,877 | |
| Governance costs | | S11 | 4,482 | | | 4,482 | 935 | |
| Loan repayments | | S12 | 10,000 | | | 10,000 | 10,000 | |
| Total resources expended | | | S13 | 80,518 | - | - | 80,518 | 40,501 |
| Net incoming/(outgoing) resources before transfers | | | S14 | - 12,081 | 65,204 | - | 53,123 | 497,993 |
| Gross transfers between funds | | | S15 | 69,233 | - 69,233 | - | - | - |
| Net incoming/(outgoing) resources before other recognised gains/(losses) | | | S16 | 57,152 | - 4,029 | - | 53,123 | 497,993 |
| Other recognised gains/(losses) | | | | | | | | |
| Gains and losses on revaluation of fixed assets for the charity's own use | | S17 | - | - | - | - | - | |
| Gains and losses on investment assets | | S18 | - | - | - | - | - | |
| Net movement in funds | | | S19 | 57,152 | - 4,029 | - | 53,123 | 497,993 |
| Total funds brought forward | | | S20 | 727,654 | 22,559 | - | 750,213 | 252,220 |
| Total funds carried forward | | | S21 | 784,806 | 18,530 | - | 803,336 | 750,213 |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
The Crown Wharf Theatre

On accounts for the year ended

31 December 2024

Charity no
(if any) 1181516

Set out on pages

remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2024.

Responsibilities and basis of report

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(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~*) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 28 October 2025

Name:

William Leslie Trigg

Relevant professional qualification(s) or body (if any):

Chartered Institute of Public Finance and Accountancy

Address:

1 Tullis Close
Stafford
ST16 1AX

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.