

BROXBOURNE THEATRE COMPANY

England & Wales · Charity number 1181847

Details

Status Registered

Legal form Other

Registered 2019-02-01

Register [View on the Charity Commission register](#)

Contact

Address "Bollescroft"
Cock Lane
Hoddesdon
Hertfordshire
EN11 8BE

Phone 01992449176

Email info@BroxbourneTheatreCompany.co.uk

Website www.BroxbourneTheatreCompany.co.uk

Activities

Objects: THE OBJECTS OF THE SOCIETY SHALL BE TO EDUCATE THE PUBLIC IN GENERAL AND YOUNG PEOPLE IN PARTICULAR IN THE DRAMATIC ARTS, TO FURTHER THE DEVELOPMENT OF PUBLIC APPRECIATION AND TASTE IN THE SAID ARTS, AND TO FOSTER AND ENCOURAGE AN UNDERSTANDING OF AND AN INTEREST IN ALL OF THE ARTS AND SKILLS OF THE THEATRE.

Activities: We are an amateur musical theatre society established in 1944 to present public performances of annual pantomimes, musicals, and other productions and associated activities, involving weekly rehearsals for adults and workshops for junior members. We have been based in Broxbourne on the Herts/Essex border since 1977.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, Other Defined Groups

Geography

- Essex
- Hertfordshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-07-31 | £54,258 | £59,879 | - | - |
| 2024-07-31 | £66,282 | £61,693 | - | - |
| 2023-07-31 | £55,642 | £48,691 | - | - |
| 2022-07-31 | £30,384 | £40,898 | - | - |
| 2021-07-31 | £1,759 | £4,693 | - | - |

Trustees

| Name | Role | Appointed |
|----------------------------|-------|------------|
| Scott John Welch | Chair | 2018-09-17 |
| Alexandra Rolle | | 2018-09-17 |
| Cera Rose Pickering Female | | 2023-09-18 |
| David Francis Curling | | 2021-09-20 |
| Fiona Margaret Taylor | | 2018-09-17 |
| Ian Stretch ACIS Ret'd | | 2018-09-17 |
| Sally Page Mrs | | 2025-09-15 |

BROXBOURNE THEATRE COMPANY

England & Wales - Charity number 1181847

Accounts



Formerly ETCEA

Broxbourne Theatre Company

Registered Charity No. 1181847

Trustees' Report for 2024/25 and Accounts for the year ended 31st July 2025

Trustees

| | |
|-------------------|---------------|
| Mr. Scott Welch | Chairman |
| Mrs. Alex Rolle | Vice Chairman |
| Mr. David Curling | Secretary |
| Mr. Ian Stretch | Treasurer |

Ms Sally Page
Miss Cera-Rose Pickering
Mrs Fiona Taylor

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Broxbourne Theatre Company

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Headquarters: "Bollescroft" Cock Lane, Hoddesdon, Herts. EN11 8BE

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TRUSTEES' REPORT 2024/25

It has been a different and, in some respects, an exciting year!

Towards the end of August, Scott Welch (Chairman) received an email from a TV production company who were producing a documentary on the history of Pantomime, and it was to be hosted by Gyles Brandreth. We were all dubious to say the least!

After a few days, Scott had a telephone interview with the producer, explaining the history of the society and how we work, especially about our audition process. This was then followed up by another telephone interview with another member of the team. It was at this point Scott made the decision to inform committee as it had gone further than he ever imagined.

The next day the producer called and explained that they would like to come and film our auditions for Mother Goose and asked if it was ok if Gyles Brandreth sat on the audition panel! To say everyone was shocked is an understatement but obviously we immediately agreed.

Roll onto audition day, and it happened! Gyles joined us, accompanied by his wife Michelle, and spent about 4 hours with us, telling stories, asking us about our history and revealing a Christmas jumper.

They were very impressed by our 80-year history and asked whether we had some photographs from our early years. Ian Stretch as the son of our founder and a font of knowledge about ETCEA/BTC, going back to the earliest days, took Gyles through some of the highlights of our history, illustrated by a selection of black and white photographs. The documentary was released in December and on Sky Arts.

Mother Goose itself was a good traditional pantomime, including a giant goose! Rehearsals were challenging with members of the company in several shows in the area meaning they missed some rehearsals.

Unfortunately, the hard work in rehearsals did not translate into ticket sales, but the company worked hard and put on a good family friendly show!

The May musical was Made in Dagenham directed by Hailey Budd, choreographed by Millie Andrews and for the first time Keith Willis was the Musical Director.

Casting for this show was challenging as it requires several men, and finding men for amateur shows currently is a challenge. However, through various contacts that we have we managed to cast the show with enough men.

Rehearsals went ahead without many issues. One aspect of producing this show which has proved to be new challenging is sound. Modern musicals require far more microphones, which means an increase in the costs associated with sound. On this occasion we managed to find a solution that did not seem to impact costs, however going forward this needs to be considered.

Made in Dagenham was well received by the audience and the cast really enjoyed putting this true story onto the stage.

Following the story of her character in Made in Dagenham and a personal journey, Alex decided to do something to support Breast Cancer. So, she enrolled to have a bra bank at Bollescroft to collect a few bras to raise some funds to support breast Cancer. To date she has collected over 1000 bras.

Going into the new season Angie Frost will be directing the Pantomime Dick Whittington and Scott Welch will be directing the musical Our House based on the music of Madness.

Signed on behalf of the Trustees

Scott Welch
Chairman



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TREASURER'S REPORT 2024/25

After several years of reporting small but satisfying surpluses, it is disappointing to have to report a small loss for this season. The decline in ticket sales for both of the season's productions continued, a malaise apparently being suffered by many other societies in the area. Significant increases in production costs were being anticipated during the rehearsal periods for both shows, notably the high cost of hiring an excellent Goose skin for the pantomime and the possibility of having to hire a professional sound technician and additional microphones. In the event, the Goose skin proved to be a worthwhile investment and ways were found to largely avoid the increased sound costs.

A personal disappointment was making a loss on operating Bollescroft, our rehearsal venue, for the first time since we took over full responsibility for the building in 2018. This was largely due to a 30% increase in heating and lighting costs, partly caused by the national increases in energy costs, compounded by losing the benefit of the Council's purchasing power when we were required to enter new contracts with energy suppliers in the society's name. Further costs arose from extra works required following the statutory regular inspection of the building's wiring etc.

Changing energy suppliers was a new experience and it was far from a smooth transition. There are many companies offering to manage this situation for you, acting as a broker, like using an insurance broker to handle your car insurance renewals. I chose to use Uswitch as this was a much publicised name. Apart from getting the best deal, a critical factor for BTC was to ensure that a new supplier was instructed to send all correspondence to my home address and not to Bollescroft. In the event, Uswitch subcontracted sourcing an electricity supplier to another company and this instruction was ignored. This was happening during our closed months in the summer when members were not using Bollescroft, and a letter from the new electricity supplier lay unnoticed on the floor in the little used meeting room for some weeks. The letter from EDF required immediate attention; as this did not happen EDF aborted the transfer. When the letter was finally found and passed to me a month later, the whole process had to begin again. I opted for a 2 year contract as an initial trial period. When the contract comes up for renewal in 2026 I will not be using Uswitch to manage it for us.

It may well be that I will no longer be Treasurer at that time as I have informed the Committee of my intention to retire. Old age and family illnesses are taking their toll on me and the numerous tasks that I have taken care of for BTC for most of my adult life are now proving to be too onerous. At the risk of being accused of writing my own obituary, let me explain the background to the current situation.

For our first 30 years, the society was based at what was originally known as the Enfield Technical College in Ponders End and our committee, including the treasurer, consisted mainly of college staff. By the mid-70s the status of the college had changed and it became apparent that we were no longer welcome; this was the catalyst for our move to Broxbourne. A new committee structure was required to meet our new circumstances. I drafted a new constitution, set up a new proper manual accounts system and became Treasurer for the next 6 years, then chairman for 10 years, returning to the chair in 2000. In the intervening years a number of other members had been Treasurer, culminating in a lady who had her own local bookkeeping business. An ideal candidate you would think but apparently not, as the accounts were now in

a mess and totally unreliable, as queried by other members at that year's AGM. As we had no other volunteers, it fell to me to double as Chairman and Treasurer.

The first task was to locate and rectify the numerous errors in the accounts, which could only be done by going back to the last point that the accounts were known to be accurate. I then had to repost every transaction for the past 5 financial years. When finally completed, it revealed that the manual accounts did not balance, there were numerous posting errors, ticket sales income for that year's musical (Oliver) had not been included in the accounts presented to members and the balance sheet was £2,250 overstated

For quickness, I had used numerous interlinked spreadsheets to rebuild those years, quicker than manual accounts but cumbersome. Whilst doing this, my mind was formulating plans for a bespoke digital accounts application for BTC which I subsequently built using Microsoft Access and large amounts of visual basic computer code. This has served us well for over 20 years, saving a lot of time every year and ensuring that the accounts are always accurate. At the time, Access was a software product included in the Microsoft Office suite of programs, unfortunately that is no longer the case. Access is still available as a standalone product but it is not cheap and it is unlikely that my successor will have a copy. This means that we will need to source a commercial accounts package – also not cheap.

I have too much invested in the society that was founded by my father so I would never just walk away but will always be available to keep things going in the interim and to provide any help and assistance required thereafter.

Finally, our thanks to Carol Bowyer for again carrying out the independent examination of our accounts.



Ian Stretch ACIS (Ret'd)
Hon. Treasurer
24th August, 2025.



Brossbourne Theatre Company

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ias 17/08/25

INCOME & EXPENDITURE ACCOUNT for the year ending 31st July, 2025

| INCOME: | 2024/25 | 2023/24 |
|---|-------------------|-----------------|
| Membership Subscriptions | 1,542 | 1,916 |
| Audition Fees | 90 | - |
| Interest on Deposits | 688 | 631 |
| Lottery Proceeds & Other Income | 422 | 443 |
| Premises Hire Income | 13,171 | 12,976 |
| Productions (inc. production fees): | | |
| Pantomime | 20,192 | 27,213 |
| Musical | 18,153 | 23,104 |
| Other Productions | 38,345 | - |
| TOTAL INCOME | £ 54,258 | £ 66,282 |
| EXPENDITURE: | | |
| General Expenses | 340 | 291 |
| Stationery & Postage | 34 | 169 |
| Insurance | 1,240 | 1,250 |
| NODA Subscription | 250 | 235 |
| Bank & Zettle Charges | 95 | 71 |
| Rent & Maintenance of Premises | 17,029 | 14,168 |
| Depreciation | 50 | 50 |
| | 19,038 | 16,235 |
| Productions: | | |
| Pantomime | 16,591 | 18,568 |
| Musical | 24,250 | 26,890 |
| Other Productions | - | 45,458 |
| TOTAL EXPENDITURE: | £ 59,879 | £ 61,693 |
| Surplus or (Deficit) Carried to Capital Fund | (£ 5,621) | £ 4,589 |



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ias 17/08/25

BALANCE SHEET AS AT 31st JULY, 2025

ASSETS

| | <u>2025</u> | <u>2024</u> |
|--|-----------------|-----------------|
| Fixed Assets | | |
| ¹ Plant & Equipment (net) | 100 | 150 |
| Current Assets | | |
| Stock of Souvenirs | 379 | 446 |
| Sundry Debtors | - | - |
| ² Pre-payments: | 2,325 | 1,565 |
| Bank Deposits | 43,000 | 50,000 |
| Cash at Bank | 2,772 | 1,884 |
| Cash in Hand | - | - |
| | <u>£ 48,576</u> | <u>£ 54,045</u> |
| Less Current Liabilities | | |
| ³ Creditors falling due within 1 year | 1,710 | 1,555 |
| ⁴ Accruals | 5,103 | 5,103 |
| | <u>(6,813)</u> | <u>(6,658)</u> |
| | <u>£ 41,763</u> | <u>£ 47,387</u> |
| <u>REPRESENTED BY:</u> | | |
| Capital Fund b/fwd | 47,386 | 42,798 |
| Surplus from Income & Expenditure A/c | (5,623) | 4,589 |
| | <u>£ 41,763</u> | <u>£ 47,387</u> |

NOTES TO THE ACCOUNTS

The financial statements have been prepared under the historical cost convention with Income and Expenditure accounted for on an accruals basis, and in accordance with Financial Reporting Standard FRS102

1 Fixed Assets & Depreciation

Depreciation on all assets is calculated on a straight line basis over 10 years.

| | | | |
|------------------------------|----------------|----------------------------|----------------|
| Total Assets: Cost B/fwd | 5,991 | Depreciation B/fwd | 5,841 |
| Additions | - | Depreciation Charge | 50 |
| Total Cost | <u>£ 5,991</u> | Total Depreciation to date | <u>£ 5,891</u> |
| Net Book Value at 31/07/2023 | <u>£ 100</u> | | |

² Prepayments mainly consist of deposits paid in connection with productions scheduled for performance in 2026.

³ Creditors are sums accrued for running costs associated with Bollescroft, incurred but not paid at the year end, plus hire fees received for future hire bookings

⁴ The society's rehearsals and other activities are held in "Bollescroft," a building owned by Broxbourne Borough Council but managed by the society. The accrual represents a provision made for estimated future rent due but never called. Negotiations for a new lease are currently stalled.



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Independent examiner's report to the Members of Broxbourne Theatre Company.

I report on the accounts of the society for the year ended 31st July, 2025.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility to:

- To examine the accounts
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

An examination includes a review of the accounting records kept by the society 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 the trustees concerning any 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 and confirm that no material matters have come to my attention which cause me to believe that:

- accounting records were not kept in accordance with relevant legislation, or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 24/09/2025

Name: Carol Bowyer, AAT

Address: The Cottage, Church Lane. Thorley, CM23 4BE



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17/08/2025

PRODUCTION ACCOUNTS 2024/25

| Production | Pantomime | | Musical | |
|----------------------------------|-----------------|----------------------|--------------------|------------------|
| Title | Mother Goose | Jack & the Beanstalk | Made in Dagenham | Sister Act |
| Date | Jan 2025 | Jan 2024 | May 2025 | May 2024 |
| Number of Performances | 6 | 6 | 5 | 5 |
| <u>INCOME</u> | | | | |
| Ticket Sales | 17,252 | 23,611 | 14,555 | 19,736 |
| Production Fees | 2,375 | 2,635 | 3,100 | 2,950 |
| Programme Sales & Advertising | 380 | 410 | 270 | 373 |
| Merchandise Sales | 128 | 220 | - | - |
| Other Income | 57 | 337 | 228 | 46 |
| TOTAL INCOME | £ 20,192 | £ 27,213 | £ 18,153.00 | £ 23,104 |
| <u>EXPENDITURE</u> | | | | |
| Hire of Theatre | 4,614 | 4,598 | 4,949 | 4,920 |
| Production Team Fees | 925 | 900 | 2,500 | 2,400 |
| Orchestra, scores & libretti | 1,104 | 853 | 3,795 | 4,415 |
| Wardrobe & Make-up | 2,391 | 1,431 | 2,055 | 3,823 |
| Scenery, Props & Special Effects | 1,600 | 4,543 | 2,317 | 2,054 |
| Lighting | 600 | 600 | - | 600 |
| Sound & Communications | - | - | 1,400 | - |
| Transport | 2,380 | 1,549 | 1,620 | 2,338 |
| Publicity | 880 | 835 | 1,200 | 1,182 |
| Programme Printing | 131 | 168 | 140 | 117 |
| Royalties | - | 535 | 2,794 | 3,814 |
| Box Office Commissions | 1,725 | 2,361 | 1,455 | 1,176 |
| Refreshment Costs | 174 | 66 | 25 | 32 |
| Merchandise | 67 | 114 | - | - |
| Sundries | - | 14 | - | 20 |
| TOTAL EXPENDITURE | £ 16,591 | £ 18,568 | £ 24,250 | £ 26,890 |
| PROFIT or (LOSS) | £ 3,601 | £ 8,645 | (£ 6,097) | (£ 3,786) |
| Number of Tickets Sold | 1,003 | 1,388 | 797 | 1,107 |
| Percentage of Total Available | 51.8% | 74.9% | 49.4% | 71.6% |

This page does not form part of the statutory financial statements

BROXBOURNE THEATRE COMPANY

England & Wales - Charity number 1181847

Accounts



Formerly ETCEA

Broxbourne Theatre Company

Registered Charity No. 1181847

Trustees' Report for 2023/24 and Accounts for the year ended 31st July 2024

Trustees

| | |
|--------------------------|---------------|
| Mr. Scott Welch | Chairman |
| Mrs. Alex Rolle | Vice Chairman |
| Mr. David Curling | Secretary |
| Mr. Ian Stretch | Treasurer |
| Mrs. Patricia Johnson | |
| Miss Cera-Rose Pickering | |
| Mrs Fiona Taylor | |

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TRUSTEES' REPORT 2023/24

This year we have produced two shows, *Jack and the Beanstalk* and *Sister Act*, with the latter being directed by a new director to the society, Hailey Budd. The pantomime was directed by Scott Welch, the musical director was Joanna Pierce and choreographer was Beki O'Driscoll.

Auditions for the children were well attended and tough decisions had to be made. Nine children were chosen to be in the show, seven of which were in the junior chorus and two of the children took on one of the main roles, Trump, performing on alternate nights, and when not performing as Trump they would be in the junior chorus.

The adult auditions went well. Again, some tough decisions had to be made as we had several new members join, this meant that some older members did not manage to get into the show. This did upset some members; ultimately however it is auditions and we could not take everybody into the show due to the cost of costumes and the numbers on stage.

The rehearsal period was challenging, we had several members of the chorus, as well as the gentleman we cast as the dame, decide to withdraw from the show. The production team knew someone who had played dame in other societies, and he agreed to take on the role.

Even with the setbacks the cast came together, and the show went well. The set was expensive but for this show due to the necessity of a beanstalk the decision was made to get a slightly more expensive set. The pantomime seemed to be received well by the audience.

In January we auditioned for our May production, *Sister Act*. We also welcomed a new director (Hailey Budd) and new choreographer (Millie Andrews), Joanna Pierce was Musical Director.

A lot of people, both new and existing members, attended the get togethers. Again, the auditions were challenging, and it took over a week to fully cast the show. Following the first auditions the production team made several phone calls to people they knew for certain roles.

During the course, of the rehearsal period unfortunately Hailey became unwell and had to have an operation, this did not greatly impact rehearsals as the production team worked well to make sure the show continued rehearsing.

Sister Act is a fast-moving large show, and from the moment the set arrived until five minutes before the start of the opening show, the set was still being built and reconfigured. Why this is we are unsure, however there are certain parts of the set did not rotate how the crew wanted them too, so these set pieces needed to be reconfigured.

Sound is something that has become something we need to reconsider going forward. During the opening night there were several moments during the show when microphones, failed or provided feedback which was unpleasant for the audience to hear. The sound engineer that we used for this show has now left the venue, so the Trustees are looking at alternatives for future shows.

This coming season looks to be exciting as we produce *Mother Goose*, which has not been produced by us for 30 years and then our musical will be *Made in Dagenham*.

Signed on behalf of the Trustees

Scott Welch
Chairman



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TREASURER'S REPORT 2023/24

I am pleased to be able to report a modest but satisfying surplus for the second year running, an unusual result after so many years of reporting losses following the introduction of a professional pantomime in the theatre that we use, which has decimated our annual income. However, the combined effect of these two years is an increase in our reserves of over £11,500 to £47,387.

This outcome is all the more surprising as we faced dramatically rising costs in many areas of both of the season's productions; notably the doubling of the cost of hire and transport of scenery, and hire of the theatre for the pantomime. At the same time, we lost the income from two major weekly hirers of our headquarters building, Bollescroft.

Budgeting has become more difficult than ever, trying to anticipate the level of constantly increasing costs and balancing that against setting ticket prices at a level that the public will accept whilst covering the increasing costs. Further evidence of the public's reluctance to spend is shown by the 65% fall in the sale of pantomime merchandise.

The theatre where the society presents its productions is now a "cashless venue," driving or reflecting (?) the public preference for making digital payments by card or mobile phone apps. We therefore obtained a credit card reader to enable us to offer this facility to audiences for our own in-theatre sales. The use of credit cards has also been taken up widely by our members for the payment of subscriptions, fees and script purchases, etc. In view of the success of this in the past year, a second card reader has now been obtained to enable greater flexibility in its use and availability.

The management of Bollescroft continues to be challenging as we juggle trying to increase income by getting as many new hirers as possible. New regular weekly or monthly hirers are always welcome but the danger is in accepting new one-off hirers whilst avoiding bookings from undesirable elements whose sole intent is to make as much noise and cause as much damage to the building as they can, giving rise to complaints from residents of the adjacent houses. Despite fears of rising energy costs, we are pleased to report that income from hires has again covered the running costs of the building.

Finally, our thanks to Carol Bowyer for again carrying out the independent examination of our accounts.

Ian Stretch ACIS (Ret'd)
Hon. Treasurer
25th August, 2024.



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ias 02/08/24

INCOME & EXPENDITURE ACCOUNT for the year ending 31st July, 2024

| <u>INCOME:</u> | <u>2023/24</u> | <u>2022/23</u> |
|--|------------------------|------------------------|
| Membership Subscriptions | 1,916 | 1,861 |
| Interest on Deposits | 631 | 175 |
| Lottery Proceeds & Other Income | 443 | 432 |
| Premises Hire Income | 12,976 | 15,197 |
| Productions (inc. production fees): | | |
| Pantomime | 27,213 | 24,324 |
| Musical | 23,104 | 13,655 |
| Other Productions | - | - |
| | <u>50,317</u> | <u>37,978</u> |
| <u>TOTAL INCOME</u> | <u>£ 66,282</u> | <u>£ 55,642</u> |
| | | |
| <u>EXPENDITURE:</u> | | |
| General Expenses | 291 | 428 |
| Stationery & Postage | 169 | 59 |
| Insurance | 1,250 | 1,218 |
| NODA Subscription | 235 | 122 |
| Bank & Zettle Charges | 71 | 57 |
| Rent & Maintenance of Premises | 14,168 | 15,346 |
| Depreciation | 50 | 265 |
| | <u>16,235</u> | <u>17,495</u> |
| Productions: | | |
| Pantomime | 18,568 | 15,383 |
| Musical | 26,890 | 15,812 |
| Other Productions | - | - |
| | <u>45,458</u> | <u>31,196</u> |
| <u>TOTAL EXPENDITURE:</u> | <u>£ 61,693</u> | <u>£ 48,691</u> |
| | | |
| <u>Surplus or (Deficit) Carried to Capital Fund</u> | <u>£ 4,589</u> | <u>£ 6,952</u> |



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Formerly

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02/08/2024

BALANCE SHEET AS AT 31st JULY, 2024

ASSETS

| | <u>2024</u> | <u>2023</u> |
|--|-----------------|-----------------|
| Fixed Assets | | |
| ¹ Plant & Equipment (net) | 150 | - |
| Current Assets | | |
| Stock of Souvenirs | 446 | 370 |
| Sundry Debtors | - | - |
| ² Pre-payments: | 1,565 | 1,990 |
| Bank Deposits | 50,000 | 45,217 |
| Cash at Bank | 1,884 | 1,882 |
| Cash in Hand | - | - |
| | <u>£ 54,045</u> | <u>£ 49,459</u> |
| Less Current Liabilities | | |
| ³ Creditors falling due within 1 year | 1,555 | 1,558 |
| ⁴ Accruals | 5,103 | 5,103 |
| | <u>(6,658)</u> | <u>(6,661)</u> |
| | <u>£ 47,387</u> | <u>£ 42,798</u> |
| <u>REPRESENTED BY:</u> | | |
| Capital Fund b/fwd | 42,798 | 35,846 |
| Surplus from Income & Expenditure A/c | 4,589 | 6,952 |
| | <u>£ 47,387</u> | <u>£ 42,798</u> |

NOTES TO THE ACCOUNTS

The financial statements have been prepared under the historical cost convention with Income and Expenditure accounted for on an accruals basis, and in accordance with Financial Reporting Standard FRS102

¹ Fixed Assets & Depreciation

Depreciation on all assets is calculated on a straight line basis over 10 years.

| | | | |
|------------------------------|----------------|----------------------------|----------------|
| Total Assets: Cost B/fwd | 5,791 | Depreciation B/fwd | 5,791 |
| Additions | 200 | Depreciation Charge | 50 |
| Total Cost | <u>£ 5,991</u> | Total Depreciation to date | <u>£ 5,841</u> |
| Net Book Value at 31/07/2023 | <u>£ 150</u> | | |

² Prepayments mainly consist of deposits paid in connection with productions scheduled for performance in 2025.

³ Creditors are sums accrued for running costs associated with Bollescroft, incurred but not paid at the year end, plus hire fees received for future hire bookings

⁴ The society's rehearsals and other activities are held in "Bollescroft," a building owned by Broxbourne Borough Council but managed by the society. The accrual represents a provision made for estimated future rent due but never called. Negotiations for a new lease are currently stalled.



Broxbourne Theatre Company

Formerly ETCEA

Registered Charity No. 1181847

An Amateur Society founded by Alec Stretch in 1944.

Affiliated to the National Operatic & Dramatic Association.

Headquarters: "Bollescroft," Cock Lane, Hoddesdon, Herts. EN11 8BE

Independent examiner's report to the Members of Broxbourne Theatre Company.

I report on the accounts of the society for the year ended 31st July, 2024.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility to:

- To examine the accounts
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

An examination includes a review of the accounting records kept by the society 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 the trustees concerning any 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 and confirm that no material matters have come to my attention which cause me to believe that:

- accounting records were not kept in accordance with relevant legislation, or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 25/10/2024

Name: Carol Bowyer, AAT

Address: Barwick Lodge, Barwick, High Cross, Ware, SG11 1DE



Broxbourne Theatre Company

Formerly ETCEA

Registered Charity No. 1181847

An Amateur Society founded by Alec Stretch in 1944. Affiliated to the National Operatic & Dramatic Association

Headquarters: "Bollescroft" Cock Lane, Hoddesdon, Herts. EN11 8BE

31/07/2024

PRODUCTION ACCOUNTS 2023/24

| Production | Pantomime | | Musical | |
|----------------------------------|----------------------|-----------------|--------------------|------------------------|
| Title | Jack & the Beanstalk | Sleeping Beauty | Sister Act | Little Shop of Horrors |
| Date | Jan 2024 | Jan 2023 | May 2024 | May 2023 |
| Number of Performances | 6 | 8 | 5 | 5 |
| <u>INCOME</u> | | | | |
| Ticket Sales | 23,611 | 21,624 | 19,736 | 11,755 |
| Production Fees | 2,635 | 1,575 | 2,950 | 1,550 |
| Programme Sales & Advertising | 410 | 348 | 373 | 321 |
| Merchandise Sales | 220 | 629 | - | - |
| Other Income | 337 | 148 | 46 | 29 |
| TOTAL INCOME | £ 27,213 | £ 24,324 | £ 23,104.00 | £ 13,655 |
| <u>EXPENDITURE</u> | | | | |
| Hire of Theatre | 4,598 | 2,352 | 4,920 | 4,231 |
| Production Team Fees | 900 | 1,400 | 2,400 | 1,100 |
| Orchestra, scores & libretti | 853 | 1,178 | 4,415 | 2,023 |
| Wardrobe & Make-up | 1,431 | 1,562 | 3,823 | 153 |
| Scenery, Props & Special Effects | 4,543 | 2,250 | 2,054 | 1,764 |
| Lighting | 600 | 600 | 600 | 600 |
| Sound & Communications | - | 140 | - | 45 |
| Transport | 1,549 | 780 | 2,338 | 780 |
| Publicity | 835 | 1,479 | 1,182 | 1,438 |
| Programme Printing | 168 | 208 | 117 | 146 |
| Royalties | 535 | 863 | 3,814 | 2,257 |
| Box Office Commissions | 2,361 | 2,162 | 1,176 | 1,176 |
| Refreshment Costs | 66 | 31 | 32 | 31 |
| Merchandise | 114 | 328 | - | - |
| Sundries | 14 | 50 | 20 | 70 |
| TOTAL EXPENDITURE | £ 18,568 | £ 15,383 | £ 26,890 | £ 15,812 |
| PROFIT or (LOSS) | £ 8,645 | £ 8,940 | (3,786) | (2,158) |
| Number of Tickets Sold | 1,388 | 1,391 | 1,107 | 686 |
| Percentage of Total Available | 74.9% | 75.0% | 71.6% | 44.4% |

This page does not form part of the statutory financial statements

BROXBOURNE THEATRE COMPANY

England & Wales - Charity number 1181847

Accounts



Formerly ETCEA
Broxbourne Theatre Company

Registered Charity No. 1181847

**Trustees' Report for 2022/23
and
Accounts for the year ended 31st July 2023**

Trustees

| | |
|-----------------------|---------------|
| Mr. Scott Welch | Chairman |
| Mrs. Alex Rolle | Vice Chairman |
| Mr. David Curling | Secretary |
| Mr. Ian Stretch | Treasurer |
| Mrs Fiona Taylor | |
| Mrs. Patricia Johnson | |

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Broxbourne Theatre Company

Formerly ETCEA

An Amateur Musical Theatre Society founded by Alec Stretch in 1944

Registered Charity No. 1181847

Affiliated to the National Operatic & Dramatic Association

Headquarters: "Bollescroft" Cock Lane, Hoddesdon, Herts. EN11 8BE

www.BroxbourneTheatreCompany.co.uk

TRUSTEES' REPORT 2022/23

For the first time since the pandemic, we have been able to present two productions this year, the pantomime *Sleeping Beauty* and the musical *Little Shop of Horrors*.

Sleeping Beauty was directed by Malcolm Hollow, the musical director was Joanne Pierce, and it was choreographed by Wendy Couldridge. We have produced the same script several times over the years and the decision was made to allow the director to put forward a script of his choice and a script written by an author by the name of Ben Crocker was chosen.

The auditions went ahead without any issues and as well as our normal chorus, nine children were also chosen to join the chorus. This obviously brought with it the added complication of needing chaperones at all rehearsals and performances, however this was overcome reasonably smoothly.

The pantomime was colourful, lively, and comedic. The audiences were still lower than we would have liked, however it was wonderful to be able to perform a pantomime again.

Little Shop of Horrors was our May production this year, directed by Scott Welch, musical direction by Joanne Pierce, and choreographed by Wendy Couldridge. This marked the first time that we have performed using puppets and this brought with it many challenges, including only seeing them via photographs up until they arrived the day we got into the theatre.

Traditionally, *Little Shop of Horrors* is performed without a chorus, however it was important to make sure everyone was included, and the set chosen helped with this as the set could be moved by the chorus rather than using a stage crew. This not only saved time but, in an age, where it is difficult to find experienced stage crew it made show week slightly easier backstage.

The audition started at 2 O'clock in the afternoon, and the audition panel did not leave until 9 o'clock in the evening. The reason for this was due to having several talented ladies auditioning for the part Audrey, it took a long while to make decisions. In the end the panel believed they had made all the right decisions.

The show was a challenge musically, but the cast created lovely harmonies and it was lovely to see new members joining us as well as some old members returning.

It was the lowest selling musical we have ever produced, there could be many reasons for this including the choice of musical, the week we performed as well as the Kings coronation being the weekend of the show. We moved our two Saturday shows to the Sunday to accommodate the fact both cast, and audience would want to watch, for some what would be a once in a lifetime event. The low numbers of tickets sold does not mean the quality of the show was poor, the cast and team behind the show worked hard to create a good quality musical, which we believe was achieved.

The end of this season marks the completion of 30 years of rehearsals in the society's headquarters, "Bollescroft," our occupancy of which is still in limbo due to Broxbourne Council's reluctance to commit funds to carry out remedial works required before a new lease can be signed. Fortunately, income from hiring the building to other local organizations and individuals has increased over the year, covering the building's running costs. This good news was marred at the end of the season when an apparently innocent hiring turned out to be to highly undesirable individuals who spent the evening and into the small hours doing as much damage as possible and leaving the building in an unimaginable state. Only the prompt and amazing work by our cleaners on a Sunday morning quickly returning the building to a usable condition allowed regular hiring to continue undisturbed. The incident was reported to, and is now under investigation by Hertfordshire Police.

The next season promises to be exciting, with *Jack and the Beanstalk* running in January and then *Sister Act* being performed in May 2024, with a director new to us coming on board to direct for us.

Signed on behalf of the Trustees

Scott Welch
Chairman



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TREASURER'S REPORT 2022/23

After 3 very difficult years for the theatre world, both professional and amateur, it was a relief to again be able to run a season in our more normal format, with two full productions and Bollescroft open for the entire year.

Surprisingly, *Sleeping Beauty* achieved a larger profit than our previous pantomime, *Puss In Boots* in 2020, despite ticket sales being 10% down. This was largely due to special one-off terms for the hire of the theatre, offsetting the cost of hiring extra technicians, instead of the substantial increase in charges that were expected.

We will never know whether the 40% reduction in ticket sales for our musical for the year, *The Little Shop of Horrors* was due to the public's reluctance to spend money on theatre tickets in the current cost of living crisis, a lack of local interest in this niche musical, or the fact that our regular playing week for the past 45 years, the first week in May, was chosen for the King's Coronation on the Saturday with an extra bank holiday on the following Monday, inducing many to take a week's holiday which actually caused a drop in the national GDP for May. More likely it was a combination of all three.

The massive drop in ticket sales was a major concern financially but, fortunately there were large cost savings in various areas. The music for the show is scored for an orchestra of only 5 musicians instead of the 12 required for the previous year's *Sound of Music*, saving almost £3,000; wardrobe requirements were minimal, with most of the cast supplying their own costumes, saving over £1,750; and transport of the reduced amount of scenery was significantly less than for a more traditional show. The up-side of the reduced ticket sales was a saving of another £1,750 in royalty and box office commissions. These savings more than offset the reduction in income.

The combination of the better than expected outcome for both shows resulted in a profit on productions of over £6,700.

Occupancy of the society's headquarters, Bollescroft, by other organisations was up considerably, partly due to a new regular weekly Sunday morning booking, resulting in a 60% increase in hire income. The cost of heating the building is an ongoing concern due to the inefficient heaters and the potential for significant increases at the 6 monthly price reviews, particularly during the energy crisis. The price per kW hour was increased by 21% in October, leading to monthly bills in excess of £1,700. Fortunately this was reduced by 22% in April, coinciding with the turning off of the heating for the summer. Despite this it is satisfying to achieve a surplus of £1,715 over the running costs of the building.

Other operating costs remain broadly the same as last year, although the increasing cost of renting garages for the storage of now little used equipment is reaching a level where serious action needs to be taken. Despite this, we are pleased to report that we end the year with a surplus of £6,951, being only the 5th year that we have had a surplus since the introduction of a professional pantomime in 2006 decimated our income; however, we do still have a healthy level of capital reserves.

Finally, our thanks to Carol Bowyer for again carrying out the independent examination of our accounts.

Ian Stretch ACIS (Ret'd)

Hon. Treasurer

15th August, 2023.



Broxbourne Theatre Company

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ias 07/08/23

INCOME & EXPENDITURE ACCOUNT for the year ending 31st July, 2023

| <u>INCOME:</u> | <u>2022/23</u> | | <u>2021/22</u> | |
|--|-----------------------|------------------------|-----------------------|---------------------------|
| Membership Subscriptions | | 1,861 | | 1,161 |
| Interest on Deposits | | 175 | | 6 |
| Lottery Proceeds & Other Income | | 432 | | 420 |
| Premises Hire | | 15,197 | | 9,373 |
| Productions: | | | | |
| Pantomime | 24,324 | | - | |
| Musical | 13,655 | | 19,165 | |
| Young Set | - | | - | |
| Other Events | - | 37,978 | 259 | 19,424 |
| <u>TOTAL INCOME</u> | | <u>£ 55,642</u> | | <u>£ 30,384</u> |
| <u>EXPENDITURE:</u> | | | | |
| General Expenses | 428 | | 459 | |
| Stationery & Postage | 59 | | 25 | |
| Insurance | 1,218 | | 1,259 | |
| NODA Subscription | 122 | | 150 | |
| Bank & Zettle Charges | 57 | | 16 | |
| General Publicity | - | | - | |
| Premises: Rent | 1,865 | | 1,813 | |
| Maintenance | 4,962 | | 2,994 | |
| Light, Heat & Power | 8,519 | | 6,696 | |
| Sundry Equipment | - | | 145 | |
| Depreciation | 265 | 17,495 | 584 | 14,141 |
| Productions: | | | | |
| Pantomime | 15,383 | | - | |
| Musical | 15,812 | | 26,633 | |
| Young Set | - | | - | |
| Other Events | - | 31,196 | 125 | 26,758 |
| <u>TOTAL EXPENDITURE:</u> | | <u>£ 48,691</u> | | <u>£ 40,899</u> |
| <u>Surplus or (Deficit) Carried to Capital Fund</u> | | <u>£ 6,952</u> | | <u>(£ 10,515)</u> |



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ias 07/08/23

BALANCE SHEET AS AT 31st JULY, 2023

| ASSETS | 2023 | 2022 |
|--|-----------------|-----------------|
| Fixed Assets | | |
| ¹ Plant & Equipment (net) | - | 265 |
| Current Assets | | |
| Stock of Souvenirs | 370 | 280 |
| Sundry Debtors | - | - |
| ² Pre-payments: | 1,990 | 2,326 |
| Bank Deposits | 45,217 | 40,042 |
| Cash at Bank | 1,882 | 1,307 |
| Cash in Hand | - | 6 |
| | £ 49,458 | £ 44,224 |
| Less Current Liabilities | | |
| ³ Creditors falling due within one year | 1,558 | 681 |
| ⁴ Accruals | 5,103 | (8,378) |
| | £ 42,798 | £ 35,846 |
| Net Current Assets | | |
| | £ 42,798 | £ 35,846 |
| REPRESENTED BY: | | |
| Capital Fund b/fwd | 35,846 | 46,361 |
| From Income & Expenditure A/c | 6,952 | (10,515) |
| | £ 42,798 | £ 35,846 |

NOTES TO THE ACCOUNTS

The financial statements have been prepared under the historical cost convention with Income and Expenditure accounted for on an accruals basis, and in accordance with Financial Reporting Standard FRS102

¹ Fixed Assets & Depreciation

Depreciation on all assets is calculated on a straight line basis over 10 years.

| | | | |
|------------------------------|----------------|----------------------------|----------------|
| Total Assets: Cost B/fwd | 5,791 | Depreciation B/fwd | 5,527 |
| Additions | - | Depreciation Charge | 265 |
| Total Cost | £ 5,791 | Total Depreciation to date | £ 5,791 |
| Net Book Value at 31/07/2023 | - | | |

² Prepayments mainly consist of deposits paid in connection with productions scheduled for performance in 2024.

³ Sums accrued for running costs associated with Bollescroft, incurred but not paid at the year end, plus hire fees received for future hire bookings

⁴ The society's rehearsals and other activities are held in "Bollescroft," a building owned by Broxbourne Borough Council but managed by the society. The accrual represents a provision made for estimated future rent due but never called. Negotiations for a new lease are currently stalled.



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Headquarters: "Bollescroft," Cock Lane, Hoddesdon, Herts. EN11 8BE

Independent examiner's report to the Members of Broxbourne Theatre Company.

I report on the accounts of the society for the year ended 31st July, 2023.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility

- To examine the accounts
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

An examination includes a review of the accounting records kept by the society 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 the trustees concerning any 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 and confirm that no material matters have come to my attention which cause me to believe that:

- accounting records were not kept in accordance with relevant legislation, or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Carol Bowyer

Date: 17/8/23

Name: Carol Bowyer, AAT

Address: Barwick Lodge, Barwick, High Cross, Ware, SG11 1DB



Broxbourne Theatre Company

Formerly ETCEA

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An Amateur Society founded by Alec Stretch in 1944. Affiliated to the National Operas 07/08/23

Headquarters: "Bollescroft" Cock Lane, Hoddesdon, Herts. EN11 8BE

07/08/2022

PRODUCTION ACCOUNTS 2022/23

| Production | Pantomime | | Musical | |
|----------------------------------|-----------------|-----------------|------------------------|--------------------|
| Title | Sleeping Beauty | Puss in Boots | Little Shop of Horrors | The Sound of Music |
| Date | Jan 2023 | Jan 2020 | May 2023 | May 2022 |
| Number of Performances | 6 | 6 | 5 | 5 |
| <u>INCOME</u> | | | | |
| Ticket Sales | 21,624 | 21,133 | 11,755 | 17,019 |
| Production Fees | 1,575 | 1,650 | 1,550 | 1,350 |
| Programme Sales & Advertising | 348 | 355 | 321 | 521 |
| Refreshments | - | 1,147 | - | - |
| Mercandise Sales | 629 | 95 | - | - |
| Other Income | 148 | 51 | 29 | 275 |
| TOTAL INCOME | £ 24,324 | £ 24,431 | £ 13,655 | £ 19,165 |
| <u>EXPENDITURE</u> | | | | |
| Hire of Theatre | 2,352 | 2,492 | 4,231 | 6,138 |
| Production Team Fees | 1,400 | 1,600 | 1,100 | 1,500 |
| Orchestra, scores & libretti | 1,178 | 1,446 | 2,023 | 4,609 |
| Wardrobe & Make-up | 1,562 | 1,163 | 153 | 1,989 |
| Scenery, Props & Special Effects | 2,118 | 2,214 | 1,764 | 1,487 |
| Lighting | 600 | 500 | 600 | 600 |
| Sound & Technicians | 272 | 499 | 45 | 1,602 |
| Transport | 780 | 650 | 780 | 2,231 |
| Publicity | 1,479 | 1,955 | 1,438 | 905 |
| Programme Printing | 208 | 270 | 146 | 295 |
| Royalties | 863 | 658 | 2,257 | 3,269 |
| Box Office Commissions | 2,162 | 2,395 | 1,176 | 1,913 |
| Refreshment Costs | 31 | 723 | 31 | 56 |
| Mercandise | 328 | 47 | - | - |
| Sundries | 50 | 37 | 70 | 40 |
| TOTAL EXPENDITURE | £ 15,383 | £ 16,649 | £ 15,812 | £ 26,634 |
| PROFIT or (LOSS) | £ 8,940 | £ 7,781 | (£2,158) | (£7,469) |
| Number of Tickets Sold | 1,244 | 1,391 | 686 | 1,142 |

This page does not form part of the statutory financial statements

Note: The Spotlight theatre remained closed from March 2020 to February 2022, causing the cancellation of our annual pantomime for two years. The figures for our last pre-Covid pantomime are included above for comparison only.

BROXBOURNE THEATRE COMPANY

England & Wales - Charity number 1181847

Accounts



Formerly ETCEA
Broxbourne Theatre Company

Registered Charity No. 1181847

**Trustees' Report for 2021/22
and
Accounts for the year ended 31st July 2022**

Trustees

| | |
|-----------------------|---------------|
| Mr. Scott Welch | Chairman |
| Mrs. Alex Rolle | Vice Chairman |
| Mr. David Curling | Secretary |
| Mr. Ian Stretch | Treasurer |
| Mrs Fiona Taylor | |
| Mrs. Patricia Johnson | |

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Broxbourne Theatre Company

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TRUSTEES' REPORT 2021/22

This year we managed to put on our first production since January 2020; in May we produced *The Sound of Music*.

At the start of the season there was hope we would be able to produce a pantomime as normal. National Covid restrictions had been lifted to a point where we could consider it, however *The Spotlight* (our usual theatre) was still not reopening until February 2022, so we reluctantly made the decision that we could not proceed with a pantomime.

Following a conversation with *The Spotlight*, we were told that they would be opening at the end of February 2022 but at the very latest the start of March 2022. So, we decided to go ahead and start rehearsing for our May production of *The Sound of Music*, postponed from May 2020.

First thing was to meet with the children originally cast in January 2020 to see if they still wanted to do the show and if they could work together and look like the Von Trapp children. Three children for various reasons decided to not take part, so we knew we would have to reaudition to find replacements. We would also need to reaudition for 2 female parts due to people not been available now.

Before we could conduct auditions, our original Musical Director, Charlie Wakely, told us that he could no longer commit to the show. We knew another Musical Director, Joanna Pierce, who had worked with us in the past, but she was already committed to another show. After negotiations with the other society it was agreed that Joanna could work as Musical Director for both shows.

Now that we had a production team and after the auditions, a full cast, it was time for rehearsals.

After two years of not having any productions, it took some time to get back into the swing of rehearsals, some of which were quite challenging, however the team and cast pulled together well, and the show was ready for an audience.

Our original stage manager was no longer available so Natalie Smyth took on the role for the first time. It was a challenging set but by the end of the run her team had worked well to make sure all scene changes were smooth.

It ended up being a good show, with the audience leaving happy and singing the songs.

Signed on behalf of the Trustees

Scott Welch
Chairman



Broxbourne Theatre Company

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TREASURER'S REPORT 2021/22

A 3 Year COVID Timeline

| 2019/20 | | | 2020/21 | | | 2021/22 | | |
|---------|----------------------------------|------------------------------------|---------|--------------------|------------------------------------|---------|-------------------------------|---------------------------------|
| Aug | | July | Aug | | July | Aug | | July |
| | Jan 2020 <i>Puss in Boots</i> | March 20 COVID Shutdown | | Jan 21 No panto | May 21 No <i>Sound of Music</i> | | Sep 21 Bollescroft reopens | |
| | | May 20 No <i>Sound of Music</i> | | | | | Jan 22 No panto | May 22 <i>Sound of Music</i> |

As a run of 3 years effected by Covid comes to an end, the year just ended cannot be looked at in isolation. As previously reported, the year 2019/20 ended with an abnormal profit, as the surplus from the pantomime *Puss in Boots* was not offset by a loss on that season's scheduled musical, *The Sound of Music*, as would normally occur. Our best efforts to present *The Sound of Music* at Hertford Theatre a year later than planned were frustrated, so that 2020/21 ended with no productions. 2021/22 opened with more optimism as Covid restrictions were eased and we were able to reopen Bollescroft in September and welcome back most of our regular hirers, plus some new groups.

Unfortunately our optimism was short lived as The Spotlight, the theatre that the society has been performing at in Hoddesdon for 45 years, remained closed until March 2022 due to ongoing building works. This meant that we were unable to present a pantomime for the second year.

However, with Bollescroft back in use, we were able to restart rehearsals for *The Sound of Music*, which was finally presented in May, two years late. Financially, there was good and bad news. Uncertainty about likely ticket sales turned out to be unfounded as sales were only 3 tickets short of the total for our last pre-Covid musical, *Annie*, and the threatened doubling of the theatre's box office commission charges was not implemented. Against this, the combination of increased hire charges and a large reduction in the 'facility subsidy grant' previously available to us resulted in a trebling of the cost of hiring the theatre.

Referring back to the opening sentence of this report, taken in isolation, 2021/22 shows a loss for the year of over £10,500 due to the absence of income from a pantomime. However, this should be read in conjunction with the 2019/20 surplus of just over £10,000 due to the absence of a musical in that year.

Significant new entries in the accounts this year are those relating to our headquarters building. "Bollescroft" was a derelict building owned by Broxbourne Borough Council but extensively renovated and refurbished by us in 1993, entirely at the society's cost. We rented the building under a 25 year 'licence to use' agreement that came to an end in October 2018. Following a change in Council policy, we were informed that, to continue using Bollescroft, we would be required to enter a full maintenance commercial lease. We agreed to this in principle but negotiations over the terms of the lease have been subject to interminable and inexplicable delays by Broxbourne Council and are currently stalled over remedial works required, notably the condition of the 30 year old heating system.

Under terms that had been agreed, the society has taken over the administration of hiring the building to other local organisations, in return for which we retain the hire income to offset the building's running costs. This began in November 2019 but was abruptly halted by the Covid shutdown in March 2020 until we were able to reopen the building last September. In January we were informed by the Council that all Bollescroft utilities bills would now be passed to us for payment and we subsequently received electricity and water bills dating back to March 2021.

In light of the current energy crisis, the potential costs are of concern. Bollescroft is classed as a commercial building and is therefore not covered by the 'energy price cap' that relates only to domestic buildings. In April, the electricity supplier doubled the unit price of the night-time rate which serves our night storage heaters. When discussions about a new arrangement began we had requested information about the Council's running costs for Bollescroft; the current electricity costs are already considerably in excess of those indicated. Thanks to a substantial increase in the occupancy rate by hirers, without any increase in our charges, income from hiring Bollescroft in the current year has fallen only £300 short of the running costs but this situation is likely to rapidly deteriorate when the heating has to be turned on again in the autumn.

In conclusion, whilst this year's loss of £10,515 is disappointing, had Covid not happened and both *Puss in Boots* and *Sound of Music* taken place in the same financial year as originally planned, the overall loss would have been only a few thousand pounds.

Finally, our thanks to Carol Bowyer for again carrying out the independent examination of our accounts.



Ian Stretch ACIS (Ret'd)
Hon. Treasurer
15th August, 2022.



Broxbourne Theatre Company

Formerly ETCEA

Registered Charity No. 1181847

An Amateur Society founded by Alec Stretch in 1944. Affiliated to the National Operatic & Dramatic Association.

Headquarters: "Bollescroft," Cock Lane, Hoddesdon, Herts. EN11 8BE

ias 31/07/22

INCOME & EXPENDITURE ACCOUNT for the year ending 31st July, 2022

| <u>INCOME:</u> | <u>2021/22</u> | <u>2020/21</u> |
|--|---------------------------|--------------------------|
| Membership Subscriptions | 1,161 | 1,121 |
| Interest on Deposits | 6 | 10 |
| Lottery Proceeds & Other Income | 420 | 629 |
| ¹ Premises Hire | 9,373 | - |
| ² Productions: | | |
| Pantomime | - | - |
| Musical | 19,165 | - |
| Young Set | - | - |
| Other Events | 259 | - |
| <u>TOTAL INCOME</u> | <u>£ 30,384</u> | <u>£ 1,759</u> |
| <u>EXPENDITURE:</u> | | |
| General Expenses | 459 | 488 |
| Stationery & Postage | 25 | 36 |
| Insurance | 1,259 | 1,115 |
| NODA Subscription | 150 | 145 |
| Bank & Zettle Charges | 16 | 17 |
| General Publicity | - | - |
| Premises: Rent | 1,813 | 1,738 |
| Maintenance | 2,994 | 571 |
| Light, Heat & Power | 6,696 | - |
| Sundry Equipment | 145 | - |
| Depreciation | 584 | 584 |
| ² Productions: | | |
| Pantomime | - | - |
| Musical | 26,633 | - |
| Young Set | - | - |
| Other Events | 125 | - |
| <u>TOTAL EXPENDITURE:</u> | <u>£ 40,898</u> | <u>£ 4,693</u> |
| <u>Surplus or (Deficit) Carried to Capital Fund</u> | <u>(£ 10,515)</u> | <u>(£ 2,934)</u> |



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BALANCE SHEET AS AT 31st JULY, 2021

| <u>ASSETS</u> | <u>2021</u> | <u>2020</u> |
|--------------------------------------|-----------------|-----------------|
| Fixed Assets | | |
| ³ Plant & Equipment (net) | 265 | 848 |
| Current Assets | | |
| Stock of Souvenirs | 280 | 280 |
| Sundry Debtors | - | - |
| ⁴ Pre-payments: | 2,325 | 4,435 |
| Bank Deposits | 40,042 | 45,036 |
| Cash at Bank | 1,307 | 3,860 |
| Cash in Hand | 6 | 99 |
| | £ 44,224 | £ 54,558 |
| Less Current Liabilities | | |
| ⁵ Accruals | 7,697 | 7,697 |
| Sundry Creditors | 681 | 500 |
| | (8,378) | (8,197) |
| | £ 35,846 | £ 46,361 |
| REPRESENTED BY: | | |
| Capital Fund b/fwd | 46,361 | 49,295 |
| From Income & Expenditure A/c | (10,515) | (2,935) |
| | £ 35,846 | £ 46,361 |

NOTES TO THE ACCOUNTS

The financial statements have been prepared under the historical cost convention with Income and Expenditure accounted for on an accruals basis, and in accordance with Financial Reporting Standard FRS102

¹ The society's headquarters, "Bollescroft," was reopened in September when COVID restrictions ended, allowing sub-letting to resume.

² The theatre where the society performs remained closed until February, causing the cancellation of our annual pantomime for the second year.

³ Fixed Assets & Depreciation

| | | | |
|------------------------------|----------------|----------------------------|----------------|
| Total Assets: Cost B/fwd | 5,791 | Depreciation B/fwd | 4,943 |
| Additions | - | Depreciation Charge | 584 |
| Total Cost | £ 5,791 | Total Depreciation to date | £ 5,527 |
| Net Book Value at 31/07/2022 | £ 265 | | |

Depreciation on all assets is calculated on a straight line basis over 10 years.

⁴ Prepayments mainly consist of deposits paid in connection with productions scheduled for performance in 2023.

⁵ The society's rehearsals and other activities are held in a building owned by Broxbourne Borough Council for which rent is paid annually in arrears. The accrual represents the estimated rent due for the period from 1st November 2018 to 31st July 2019, payable in November 2019. A new lease is currently being negotiated.



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Independent examiner's report to the Members of Broxbourne Theatre Company.

I report on the accounts of the society for the year ended 31st July, 2022.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees consider that an audit is not required for this year and that an independent examination is needed.

It is my responsibility

- To examine the accounts
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

An examination includes a review of the accounting records kept by the society 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 the trustees concerning any 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 and confirm that no material matters have come to my attention which cause me to believe that:

- accounting records were not kept in accordance with relevant legislation, or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 20/08/2022

Name: Carol Bowyer, AAT

Address: Barwick Lodge, Barwick, High Cross, Ware, SG11 1DE



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03/08/2022

PRODUCTION ACCOUNTS 2020/22

| Production | Pantomime | | Musical | |
|----------------------------------|-----------------------|-----------------|--------------------|-----------------|
| Title | <i>See note below</i> | Puss in Boots | The Sound of Music | Annie |
| Date | Jan 2022 | Jan 2020 | May 2022 | May 2019 |
| Number of Performances | 0 | 8 | 5 | 5 |
| INCOME | | | | |
| Ticket Sales | - | 21,133 | 17,019 | 16,386 |
| Production Fees | - | 1,650 | 1,350 | 2,000 |
| Programme Sales & Advertising | | 355 | 521 | 584 |
| Refreshments | - | 1,147 | - | 682 |
| Mercandise Sales | - | 95 | - | - |
| Other Income | - | 51 | 275 | 345 |
| TOTAL INCOME | - | £ 24,431 | £ 19,165 | £ 19,997 |
| EXPENDITURE | | | | |
| Hire of Theatre | - | 2,492 | 6,138 | 2,231 |
| Production Team Fees | - | 1,600 | 1,500 | 2,100 |
| Orchestra, scores & libretti | - | 1,446 | 4,609 | 3,560 |
| Wardrobe & Make-up | - | 1,163 | 1,989 | 693 |
| Scenery, Props & Special Effects | - | 2,214 | 1,487 | 2,049 |
| Lighting | - | 500 | 600 | - |
| Sound & Technicians | - | 499 | 1,602 | 571 |
| Transport | - | 650 | 2,231 | 1,568 |
| Publicity | - | 1,955 | 905 | 1,574 |
| Programme Printing | - | 270 | 295 | 270 |
| Royalties | - | 658 | 3,269 | 3,146 |
| Box Office Commissions | - | 2,395 | 1,913 | 1,947 |
| Refreshment Costs | - | 723 | 56 | 438 |
| Mercandise | - | 47 | - | - |
| Sundries | - | 37 | 40 | 67.75 |
| TOTAL EXPENDITURE | - | £ 16,649 | £ 26,634 | £ 20,216 |
| PROFIT or (LOSS) | - | £ 7,781 | (7,469) | (219) |
| Number of Tickets Sold | 0 | 1,391 | 1,138 | 1,142 |
| Percentage of Total Available | 0.0% | 52.3% | 51.4% | 51.6% |

This page does not form part of the statutory financial statements

Note: The Spotlight theatre remained closed until February, causing the cancellation of our annual pantomime for the second year. The figures for our last pre-Covid pantomime are included above to illustrate what the results for productions would have been across a normal season.