



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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An Amateur Musical Theatre Society founded by Alec Stretch in 1944

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

www.BroxbourneTheatreCompany.co.uk

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

INCOME:	2023/24	2022/23
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	-	-
TOTAL INCOME	£ 66,282	£ 55,642
EXPENDITURE:		
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
	16,235	17,495
Productions:		
Pantomime	18,568	15,383
Musical	26,890	15,812
Other Productions	-	-
TOTAL EXPENDITURE:	£ 61,693	£ 48,691
Surplus or (Deficit) Carried to Capital Fund	£ 4,589	£ 6,952



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02/08/2024

BALANCE SHEET AS AT 31st JULY, 2024

ASSETS

	2024	2023
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	-	-
	£ 54,045	£ 49,459
Less Current Liabilities		
³ Creditors falling due within 1 year	1,555	1,558
⁴ Accruals	5,103	5,103
	£ 6,658	£ 6,661
	£ 47,387	£ 42,798
REPRESENTED BY:		
Capital Fund b/fwd	42,798	35,846
Surplus from Income & Expenditure A/c	4,589	6,952
	£ 47,387	£ 42,798

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	£ 5,991	Total Depreciation to date	£ 5,841
Net Book Value at 31/07/2023	£ 150		

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.



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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, 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



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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