

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	FEB	2020		31	January	2021

Section A Reference and administration details

Charity name St Pauls Players

Other names charity is known by Not applicable

Registered charity number (if any) 1182499

Charity's principal address 5 FIRCROFT ROAD

CHESSINGTON

Postcode

KT9 1RN

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	Jan Hesse	Chairperson		Members
2	Amanda Williams	Producer		Members
3	Nick Williams	Treasurer		Members
4	Jean Howard Harwood	Secretary		Members
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation with Voting Members other than its Charity Trustees, signed by Trustees on 10 March 2019
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Members at the Annual General Meeting (AGM)

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.

This is our first full year of operations since obtaining Registered Charity Status on 19 March 2019.

We have clarified to every member our Safeguarding Policies for adults and children.

Every member has signed and agreed to a Code of Conduct.

Players has no commercial relationship with any related parties.

The main risks are considered to be:

- COVID 19 pandemic – (a) loss of principal source revenue through cancellation of performances during full lockdown; and (b) reduction in revenues once lockdown restrictions lifted due to reluctance of customer base to watch performances inside and need to comply with any social distancing requirements. Continue to monitor and take action (as appropriate) to mitigate impact.
- Material reduction in customer base at performances as ticket (and related sales) are principal source of revenue – obtaining feedback after Shows and regular reviewing approach to sales and marketing.
- Significant increase in the rental of the parish hall used for rehearsals and/or performances or parish hall is no longer available – provide voluntary support to parish hall to help minimise maintenance costs and future increases in the rental.

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

- (1) To advance the dramatic arts for the public benefit by encouraging local people within Chessington, Surrey and the surrounding area to participate in the performance of plays and events and to attend and support such plays and events; and
- (2) To support such general charitable purposes as the trustees may in their absolute discretion determine by making grants to local charities offering support to those living in Chessington, Surrey and the surrounding area.

With regret, there were no performances this year due to the COVID pandemic.

There was no charity chosen to donate to as our principal source of revenue (ticket sales) was zero.

The Trustees have regard to the guidance issued by the Charity Commission on the public benefit.

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)

Additional details of objectives and activities (Optional information)

Please refer to Section C above for details of the policy and the approach to nominating charities and making grants.

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

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

Summary of the main achievements of the charity during the year

We were successful in our application to the Royal Borough of Kingston upon Thames (RBK) for a Neighbourhood Community Grant to support the activities of Players. A grant of £3,000 was awarded on 16 March 20.

The AGM last year was held in September 20 in a period during the COVID pandemic when 6 people were allowed to be in a room together and the rest of the members were present on- line.

At that time a statement was read out outlining plans for the future involving clearing and tidying the hall.

This work continued while restrictions allowed it and members met in small numbers every Sunday evening, co-ordinated by Amanda.

During this time rubbish was cleared from the premises and equipment was sorted and labelled and documented in a spreadsheet. At the same time, costumes were sorted and labelled in storage. All work had to stop once lock down was re- introduced.

It was then seen as a priority for Players to continue to maintain a high profile in the community. We would like to thank Hannah for implementing the Players advent calendar, which has continued in the form of a daily post on Facebook, by Amanda, which has led to great interest and hopefully will help us retain our customer base in future once lockdown restrictions are withdrawn.

Our website is being updated and linked to our box office and Facebook page thanks to Ryan.

The Vicky Spencer award this year has been given to Amanda, in recognition for her videos that have been a way of keeping spirits up during these difficult times.

We do not anticipate being able to put on a Summer Show this year but hope normality will return in time for our next Pantomime.

Thanks to everyone who has contributed.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our policy on reserving is to retain sufficient funds to cover the future replacement of sound and lighting systems and other required equipment, to retain sufficient working capital and to maintain a contingency to cover future unexpected costs.

Details of any funds materially in deficit

Not applicable

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.

During normal times:

- our principal source of funding is from the sale of tickets purchased by members of the public attending our Summer Show and Pantomime plus the sale of programmes, raffle tickets and confectionary and drinks. At the end of Shows, we ask that attendees make voluntary donations into a "bucket" upon exiting the hall.
- Our main expenditure remains the cost of renting the local parish hall during rehearsals and Shows.
- Each year, we nominate a local charity and make a grant based on the profits generated from our fund-raising activities during the year.

As stated in Sections C and D above, we were forced to cancel our 2020 Summer Show and Pantomime due to the COVID pandemic, so our only source of revenue for the year was member subscriptions, voluntary donations and a grant from the RBK. All expenditure was minimised – limited hall rental, insurance and rubbish removal – resulting in a loss of £590 for the year (excluding the RBK grant).

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)	A.C. Williams	Janet Hesse
Full name(s)	AMANDA CLAIRE	JANET HESSE
Position (eg Secretary, Chair, etc)	WILLIAMS / PRODUCER	Chair
Date	29-03-2021	