



## Trustees' Annual Report for the period

From **17<sup>th</sup> April 2019**      Period start date    To **31<sup>st</sup> August 2020**  
Period end date

Charity name: **White City Theatre Project CIO**

Charity registration number: **1183012**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>The purpose of the charitable company as set out in the governing documents continues to be:</b></p> <p><b>TO PROMOTE, IMPROVE, DEVELOP AND MAINTAIN PUBLIC EDUCATION AND THE APPRECIATION OF THEATRE, DRAMA AND THE PERFORMING ARTS IN ALL ITS ASPECTS BY, BUT NOT LIMITED TO:</b></p> <p><b>1. THE PREPARATION AND PRESENTATION OF THEATRE AND MUSIC THEATRE PERFORMANCES BY PRIMARILY, BUT NOT EXCLUSIVELY, DISADVANTAGED CHILDREN AND YOUNG PEOPLE :</b></p> <p><b>2. THE PROVISION OF THEATRE, DRAMA, PERFORMING ARTS AND DRAMA THERAPY WORKSHOPS FOR CHILDREN, YOUNG PEOPLE AND ADULTS.</b></p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p><b>To connect young people, who would not normally have any access to contemporary theatre.</b></p> <p><b>To deliver regular, high quality drama workshops for young people in an underserved community, raising aspirations and enhancing their social and personal development.</b></p> <p><b>To create a sense of belonging and foster positive relationships between young people and their community through an active membership programme, utilising background in both professional theatre and drama therapy.</b></p> <p><b>To develop partnership work with other local schools and the community</b></p>



		<p>using drama and drama therapy to support well-being and enhance the pastoral care young people are receiving.</p> <p>To provide a volunteer scheme for members aged 18 plus encouraging them to take responsibility, get involved in the running of the activities and supporting the younger children.</p> <p>To encourage WCYT members to look beyond their immediate surroundings and, through the charity's links with the theatre industry and drama schools, to provide them with opportunities to further their education and gain work experience, often leading to employment.</p> <p>To support young theatre practitioners and artists, training them and inviting them to work with us and develop shows with and for our members.</p> <p>To be flexible in our approach, delivering work in different ways, using different media, to adapt to the changing environment and provide bespoke services to best suit the needs of the young people we serve.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p><b>The White City Theatre Project's Trustees confirm that they have referred to the Charity Commission's guidance on 'public benefit' in making its decisions and review the company's aims and objectives on a regular basis.</b></p>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p><b>All our youth theatre members are given the chance to become volunteers once they reach the age of 18. We currently have two age groups, the older members often mentor the younger ones and we encourage them to stay</b></p>



		with the company to volunteer. Their contribution is very valued and they are an integral part of the youth theatre learning valuable skills .....
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b><u>White City Youth Theatre (WCYT)</u></b></p> <p><b>Drama Groups:</b></p> <p><b>WCYT continues to deliver free of charge regular weekly drama activities for young people aged 9-24 years in two separate age groups at the Bush Theatre, fostering a "club" atmosphere – a sense of belonging for all members.</b></p> <p><b>They have been delivering high quality drama workshops, that engage young people and bring different age groups together and get young people, who may otherwise never meet, working together in partnership.</b></p> <p><b>We presently have 4 active volunteers who attend regularly weekly sessions, learning new skills and supporting the younger members of the group.</b></p> <p><b>In May 2019 27 members of our senior group took part in the National Theatre Connections Festival performing their show 'Chaos' by Laura Lomas which they had been rehearsing for several months. They first performed it at their home venue the Bush Theatre, going on to perform at the Lyric Theatre Hammersmith to a full house.</b></p> <p><b>WCYT in partnership with the Bush Theatre ran their annual summer project from June through to the end of July where members of the youth theatre worked with playwright Bisola Alabi during their Monday night workshops developing their ideas, which Bisola used to write 'Watch Me Dance'. They went on to rehearse and perform the play on the main stage at the Bush theatre to a public audience during a week-long summer performance project at the beginning of the summer holidays.</b></p>



		<p>At the end of the project, members of the company went on a fully funded trip to the Bridge Theatre to see a magical production of A Midsummer Night's Dream.</p> <p>All members of the WCYT along with their families were invited (free of charge) to see the opening of the National Theatre's production of Peter Pan at Troubadour Theatre in White City, which many attended.</p> <p>In September 2019 WCYT recruited new members for both of their drama groups through local schools and community organisations. They filled all available places and had to put many children and young people on a waiting list. WCYT give priority to children and young people living in White City as well as always ensuring that they are reaching children and young people who would otherwise not have access to drama and the arts, including socially excluded children.</p> <p>In October members of the junior group went on a trip to Theatre Royal Stratford East to see Dexter and Winter's Detective Agency written by Nathan Bryon. Nathan who is one of our trustees and alumni went on to run a workshop based on themes of the play with the children.</p> <p>In October WCYT directors took part in the NT Connections Directors weekend at the National Theatre in preparation for taking part in the NT Connections festival 2020.</p> <p>In December our junior group did a sharing performance for their families and some of our senior members went to see 'The Arrival' at the Bush Theatre.</p> <p>In January 2020 the senior group began rehearsals for The IT by Vivienne Franzman which they were due to perform in April at the NT Connections Festival 2020. In March, just before the home performance at the Bush Theatre the country went into lockdown, therefore WCYT had to close its doors and cancel all performances. Naturally</p>
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	<p>this was a huge disappointment to WCTP and all of our young people.</p> <p>However, we quickly found we were able to connect with our members via Zoom and found new ways to engage with the group. In order to make sure the group were able to perform 'The It' in some form, we asked the senior group to film their monologues from the play on their phones or laptops and we did group scenes on Zoom which have been used to create a film of the play. The result is a very powerful piece which reflects the difficulties young people encounter living in current times, it is a great testament to the young people's talent and commitment.</p> <p>We also went ahead with our annual Bush Summer Project with the senior group in a new format. As in previous years the Bush commissioned a playwright to workshop with the group and write a play based on their ideas. This time the sessions were delivered over Zoom during June and July with writer Sharon Kanolik, who went on to write a radio play called Pioneers. The play was very much influenced by the group's ideas and experiences during lockdown. Making a radio play was a first for WCYT and it has been a really brilliant experience for everyone involved and great to keep a record of these extraordinary times.</p> <p>Also, during the summer months over Zoom, members of WCYT were working with film maker, Stuart Mackenzie developing a film. Once lockdown restrictions had eased the group were able to take part in a short film called Knockdown written by Stuart. The film was shot at the end of the summer holidays, outside in small socially distanced groups in locations around White City and Shepherds Bush. The film was shared via Social media platforms.</p> <p>As a result of Covid-19 our expectations have had to change enormously, it was very disappointing that we couldn't meet at the Bush for our usual workshops and were not able to do live performances.</p> <p>However, we're pleased with the way we have managed to keep a great deal of our members engaged, and in the</p>
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	<p>process, we have devised exciting new projects which have created different challenges and experiences and new methods of working.</p> <p>The young people we work with across all of our projects regularly report increased self-confidence and wellbeing as a result of taking part in activities at WCTP. Their parents/carers also report seeing these positive improvements. By encouraging and developing the students' communication, presentation and co-operation skills, it impacts on their ability to collaborate and socialise more successfully at home, school and within the local community. These skills benefit the young people in their future personal, academic and working lives.</p> <p><b>Covid-19</b></p> <p>The pandemic has been an especially difficult time for young people who have found the long periods of isolation away from education and their peers very challenging, many have suffered with anxiety and other mental health problems. Fortunately, we have managed to retain all our youth theatre services and keep in touch with the majority of our members via Zoom throughout periods of lockdown. Regular digital meetings with the youth theatre offered a fun and engaging way for young people to reconnect with each other, helping alleviate feelings of loneliness and isolation, providing a safe space where the young people could talk about their feelings and experiences whilst also keeping active and creative.</p> <p><b>Measures taken:</b></p> <p>When we went into lockdown we worked online therefore reducing any risk of the spread of Covid.</p> <p>When lockdown restrictions were lifted, we shot the film Knockdown, which was all shot outdoors in small social distanced groups. We provided PPE for all our members and staff and practised strict social distancing in order to reduce the risk of spreading Covid.</p> <p>We had a comprehensive Covid-19 Risk Assessment in place.</p>
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		<p>See below results of a recent survey taken with participants and volunteers:</p> <p>95% said they enjoyed the experience of working together on Zoom.  100% said they felt well supported by the youth theatre.  100% said they learnt new skills.  100% said they felt more confident as a result of taking part.  100% said they felt less isolated during lockdown.  100% said the project helped them feel more connected with the WCYT  94% said they would like to take part in an online project again.  100% said they felt their contribution was valued.  96% said they felt they could transfer their learnt skills to other areas of their lives.</p> <p>We took two surveys in relation to two of the online projects we ran this past year.</p> <p>Here are some of the quotes from participants:</p> <ul style="list-style-type: none"> <li>• Being in lockdown was really difficult as I felt really cut off from my friends, but at WCYT we developed a film over Zoom and when restrictions ended, we were able to film outside.</li> <li>• It was good to be able to connect with everyone during lockdown</li> <li>• The WCYT has been a lifeline during lockdown, it's been so good to be able to stay in touch with everyone and do fun projects.</li> <li>• I would describe the WCYT as included because you are always included and never left out.</li> <li>• The WCYT is the safest place to come to and it makes me feel part of my community.</li> <li>• It's been good still doing drama in lockdown as it helps me get rid of my worries.</li> <li>• I feel happy at WCYT and it boosts my confidence.</li> <li>• I felt less isolated as I was still doing drama</li> <li>• I feel I have benefitted by coming out of my comfort zone and having fun with people after lockdown.</li> </ul>
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		<ul style="list-style-type: none"> <li>• I loved acting on camera, and facing the complexity of being part of such a collaborative project.</li> </ul>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>At year end unrestricted funds were £68,588 and restricted funds were £16,215. The source of our funds were primarily from grants and there was an additional sum of £4,779 received as a furlough payment.</p> <p>The charity has a net asset position at year end with assets amounting to £28,469.</p> <p>The trustees consider the company to remain a going concern for the period of 12 months from the date the accounts are signed, as such the accounts have been signed on that basis.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately three months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.
Amount of reserves held	Para 1.22	Zero
Reasons for holding zero reserves	Para 1.22	We are a newly formed Charity, which converted from a CIC to a CIO in April 2019. We are currently working towards our reserve policy which aims to hold sufficient reserves to cover three months of unrestricted charitable expenditure. The Charity is expanding its outreach and diversifying its income sources with the aim of increasing its reserves.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The Charity's principle source of funds are from grants. We have several local loyal funders who consistently support us. As a newly formed charity we are developing our outreach and constantly seeking new grants and new ways of fund-raising.</b>
Investment policy and objectives including any	Para 1.46	



social investment policy adopted		
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		As a CIO the only voting members are its charity trustees. The company was registered as a Charitable Incorporated Organisation on the 17 <sup>th</sup> April 2019.
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Foundation Model Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Apart from the first charity trustees, every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees.</b>  <b>In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	White City Theatre Project CIO
Other name the charity uses	White City Youth Theatre



Registered charity number	1183012
Charity's principal address	21 Davis Road London W3 7SE



### **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	Karen Lintern	Chair		Trustees
2	Nathan Bryon			Trustees
3	Helen Bowring	Ex-Chair	Appointed 17/4/2019 Resigned 10/2/2021	Trustees
4	Alexander Schmidt		Appointed 10/2/2021	Trustees
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Lucy Foxell CIO

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

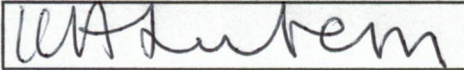

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Karen Anne Lintern	Nathan David Bryon
Position (eg Secretary, Chair, etc)	Chair Trustee	Trustee
Date	16 <sup>th</sup> June 2021	





# Receipts and payments accounts

CC16a

For the period  
from

17/04/2019

To

31/08/2020

## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Hammersmith United Charity	8,000	6,000	-	14,000	-
John Lyons Core Costs	35,000	-	-	35,000	-
Trafalgar Entertainment	5,799	-	-	5,799	-
Daisy Trust	-	1,275	-	1,275	-
Newby Trust	5,000	-	-	5,000	-
John Thaw Foundation	-	1,500	-	1,500	-
LBH&F Fast Track	-	3,000	-	3,000	-
John Lyon's Charity - Summer Performance	-	3,990	-	3,990	-
The Grocers	5,000	-	-	5,000	-
Young Hammersmith & Fulham Foundation	-	450	-	450	-
Garfield Weston	5,000	-	-	5,000	-
Bank Adjustment	10	-	-	10	-
Furlough Payment	4,779	-	-	4,779	-
<b>Sub total (Gross income for AR)</b>	<b>68,588</b>	<b>16,215</b>	<b>-</b>	<b>84,803</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>68,588</b>	<b>16,215</b>	<b>-</b>	<b>84,803</b>	<b>-</b>
<b>A3 Payments</b>					
Drama Coaches x 2	14,165	-	-	14,165	-
Admin, Project Management, Fund raising	14,617	-	-	14,617	-
Lucy Furlough Payments	4,879	-	-	4,879	-
HIMRC PAYE	15	-	-	15	-
Recruitment and Vetting	37	-	-	37	-
Admin, Fundraising, Book-keeping	11,216	-	-	11,216	-
Volunteer Training / Development /	71	155	-	226	-
Use of home as office / Phone	1,205	-	-	1,205	-
Insurance	295	-	-	295	-
H&S / Governance	49	-	-	49	-
Stationary/Printing//Postage	513	-	-	513	-
Travel / Parking	-	8	-	8	-
Equipment / Participant kit	113	495	-	608	-
Coach Training (CPD)	127	-	-	127	-
Performance / Events / Props	-	3,795	-	3,795	-
NT Connections	-	7,416	-	7,416	-
Refreshments	-	315	-	315	-
Knockdown Film	-	400	-	400	-
Theatre tickets / trips	633	-	-	633	-
Website / Computer Software / Maintenance	72	267	-	339	-
Bank Charges / Subscriptions / Dues	80	-	-	80	-
Accountancy Fees	912	-	-	912	-
<b>Sub total</b>	<b>48,970</b>	<b>12,851</b>	<b>-</b>	<b>61,821</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>48,970</b>	<b>12,851</b>	<b>-</b>	<b>61,821</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>19,618</b>	<b>3,364</b>	<b>-</b>	<b>22,982</b>	<b>-</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>5,487</b>	<b>1</b>	<b>-</b>	<b>5,487</b>	<b>16/06/2021</b>



Cash funds this year end	25,105	3,364	-	28,469	-
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## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-operative Current Account	25,105	3,364	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>25,105</b>	<b>3,364</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

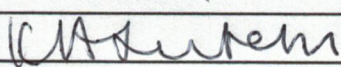
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Apple Macbook Pro		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Karen Lintern	16th June 2021





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
White City Theatre Project CIO

**On accounts for the year  
ended**

31 August 2020

**Charity no  
(if any)**

1183012

**Set out on pages**

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2020.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act 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.

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

**Signed:**

**Date:**

14 June 2021

**Name:**

James Moreno

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

FCCA

**Address:**

39 Leigh Road

Cobham

Surrey KT11 2LF