

# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	1	March	2021		28	February	2022

## Section A Reference and administration details

**Charity name** Showtime Community Productions CIO

**Other names charity is known by** N.A.

**Registered charity number (if any)** 1186672

**Charity's principal address** 5 KEYS CRESCENT

WEST BROMWICH

West Midlands

**Postcode** B71 1AX

### 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	Tammy Pearsall	Chair	21-2-2022	
2	Beckie Harris	Vice Chair	21-2-2022	
3	Jaki Bateman	Secretary	21-2-2022	
4	Linda Pearsall	Treasurer	21-2-2022	
5	Hannah Bateman	Co- Secretary	21-2-2022	
6	Terry Fitzgerald	Trustee	21-2-2022	
7	Jen Smith	Trustee	21-2-2022	
8	Lisa Troman	Trustee	21-2-2022	
9	Laura Dudley	Trustee	21-2-2022	
10	Adrian Jukes	Trustee	21-2-2022	
11				
12				
13				
14				
15				
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17				
18				
19				
20				

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

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

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

N.A.

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (Foundation)
Trustee selection methods (eg. appointed by, elected by)	Trustees must be appointed by a resolution passed at a properly convened meeting of the charity trustees

### 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.

## Section C Objectives and activities

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

Showtime Community Production CIO's charitable aim is:

The advancement of education in the arts of theatre and theatre production for public benefit by providing opportunities for people in West Bromwich and the surrounding areas to engage with and practice all aspects of theatrical production through the production and presentation of amateur productions.

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

Our initial activities this year were to create performance opportunities with the aim of advancing the education of the arts and performing arts and continue to develop our policies and procedures.

We continued to raise awareness, promote and publicise our charity within our local community to attract participants to our drama sessions, via local publications, community networks and by attending Wednesbury Carnival and Brunswick Park Community Day.

We secured funding from Vision 2030 grant from SCVO of £3723.76 prior to our year end to cover our initial running costs so that we would be able to hire a venue and other items to run our drama activities and performances in the community.

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

With the Lockdown restrictions being eased and community centres reopening, we arranged open evenings from which we met several new members, cast and crew, and began our journey to bring Showtime to the community of Sandwell.

During the lockdown we wanted to stay in public view and create a positive and solid foundation within the community of Sandwell. We contacted the Darlaston and Wednesbury Life magazine and asked if they would be interested in Showtimes Community Productions CIO story so far, who we were, what we hoped to do in the future. Simon Archer, the writer and publisher, was very keen to hear our story and published a two-page spread on Showtime in the June July edition of the free magazine. This helped us to embed ourselves in the community even though restrictions were still in place, it gave people a sense of normality and hope.

We began recruiting for our variety performance and again holding open evenings at the Sons of Rest in Wednesbury to meet and greet new members. Another positive response and interest started to grow with more people attending and the group beginning to increase. We held auditions for 'The Wizard Of Oz Pantomime's main cast, ready to start rehearsals in September. We did manage to cast the main parts with just the children's dancing and chorus parts still to fill. Due to restriction, we decided it would be best to keep the children rehearsals separate from the adults. This was due to reports saying that the Covid cases were higher within Schools and children were the likely spreaders of the virus.

In July we book a stall at Wednesbury Carnival. We made several carnival style games to aid us with our fundraising, which attracted a lot of attention on the day. Some of our members also attended to help run the games and donated prizes. It was a good day raising funds for Showtime. Under normal circumstances the carnival would have asked for singers, which we did enquire about, but because of the restrictions that were still in place, they were unable to accommodate us at that time.

In September, we began rehearsals with the main cast at the Sons Of Rest in Wednesbury and still held open evenings for the children at the British Legion. It was occasionally difficult due to people having to isolate because of Covid.

We attended the 'Community Event' at Brunswick Park, organised by the Friends of Brunswick Park. We advertised our production 'The Wizard Of Oz Pantomime'. With restrictions easing, we were offered a singing slot at the Community Event. All the cast members were asked if they would like to participate, with Jenna aged 16, who had been given the lead role of Dorothy, jumping at the chance. It was a great way for her to build up her confidence as this was her first main role since leaving school. It was a great day making new connections with other organisations that were there and building bonds with the public, advertising and showcasing Showtime and what we do.

After the Community Event at Brunswick Park, we had several children and parents enquire about joining the production. As the rehearsal progressed, we were expecting some of the children to drop out, however none of the children did. They enjoyed coming and meeting their new friends and learning new dance routines, and their moms enjoys a coffee and chat. The parents did comment how they thought offering free Showtime membership was a great opportunity for them and their children

to be involved giving them lifetime experience and to participate in a large-scale performance. They also thought it was a good thing for the community of Sandwell to have, as it can be expensive to take part in amateur dramatics shows and there is nothing like Showtime in the local area.

At first the younger members were unaware of what they were learning the dances for, what a pantomime was and never heard of a Dame character, so it was a good opportunity to teach them about the theatre and what a pantomime entails. As the children had not met that main cast it was difficult to explain about the production, they would be part of. The children were shown videos of pantomimes and the characters, which did spark a lot of curiosity and questions, but still confusion, especially around what a Dame character was. The best way forward was for the children to meet the main cast and to see what they were rehearsing. However, we had to do this with caution by meeting the cast members one or two at a time, due to the restrictions and the Covid -19 Pandemic.

We had another opportunity to connect with the community at the Wednesbury Christmas Light Switch On. We were supported by The Vintage Café in the High Street, where we sold tickets, handed out flyers, promoted the show and handed out cakes that the Vintage Café had donated to us. All the members were really keen to be part of this event with the parents making their own sandwich boards, children wanting to wear their promotional t shirts and the main cast walking around Wednesbury Town Centre dressed in their costumes and having photos with members of the public. This gave our members a sense of pride and achievement in their community and built bonds and confidence.

Rehearsals continued throughout November and December. With all the main cast being vaccinated, we began to rehearse with the full cast, children and adults, to put the show together. But it didn't stop Covid hitting the cast around Christmas and New Year. Fortunately, they had enough time to isolate and return before the first show on Wednesday 12<sup>th</sup> January.

The week before the show, we were approached by the Express and Star asking if we would like our show to be in their newspaper, which was a great opportunity to advertise the Pantomime and help alleviate social isolation on a wider scale. We arranged for their photographer to attend one of our rehearsals, where the cast dressed up in costumes and the children in their show t-shirts. The following day we had made front page on the Express and Star with a photo and great writeup, publicising the show. We know this contributed to ticket sales because of a questionnaire we attached to the online ticket sales.

The props, scenery and costumes that had taken months of hard work to create, by other Showtime members, seemed to appear out of nowhere, making the production look as professional and as memorable as possible.

Show week came and went quicker than anyone could imagine, with everyone's enthusiasm and the show buzz getting stronger each show. Everyone enjoying watching the show and some people returning to see it again. The Knights of Wednesbury also

helped during the event by opening their refreshments for the audience members. They were a great asset to the event and added to the theatrical atmosphere.

For those first-time performers, the last night proved very emotional with plenty of tears and 'I want to do it again'. The sense of achievement from everyone at Showtime was overwhelming. We all had done it and got through the Covid Pandemic to give the community something special after such a struggle and unpredictable time. We had also created a safe, friendly and fun environment within our meeting and rehearsals where we encouraged local talented members to join, participate, share their skill and learn from one another. We have contributed to community events, embedding our organisation into the community, building bonds with other organisations, schools and local businesses. All of this already has helped alleviate social isolation and loneliness in our community by giving opportunities for people to meet and contribute to their community, however our final finished Pantomime reached the wider community, selling 949 tickets over five performances. Due to Covid Sandwell Council had restricted our seating to 250, where the Town Hall can normally seat 400+. Tickets were available online through Ticketsource.co.uk, which proved a popular way of sales. We had two sell out shows on Saturday 15<sup>th</sup> January, with Friday 14<sup>th</sup> January selling 236, and Thursday and Wednesday selling 213. It was amazing the support we had from the community who wanted to come along with friends and family for a night of live interactive entertainment. Due to the Covid-19 in the schools we decided, in the interest of our safety, it was best to cancel the school performance. However, the school contacted us as they were very keen for their students to see the show and purchased a DVD of the Pantomime for the children to watch and hoped they could attend next time.

**Brief statement of the charity's policy on reserves**

We have no cash reserves

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

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

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

We applied for funding from Sandwell Vision 2030 and attended local events to fund raise. Tombola, Raffles, Carnival Games etc.

Our expenditure has been used to support our objectives, totally. All of the expenditure is to rehearse and produce a full scale production by our members, for the public.

As all of our funds are utilised in producing our main production we do not have funds to invest.

**Section F Other optional information**

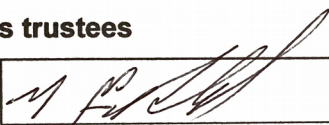
Our organisation hopes to move forward in the next year by recruiting new members and producing a variety show for the local community. We also plan to attend other community events to advertise and publicise Showtime Community Productions CIO and our events to the local community and encourage them to get involved with our organisation.

**Section G Declaration**

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

**Signed on behalf of the charity's trustees**

**Signature(s)**



T. Pearsall

**Full name(s)**

TERRY FITZGERALD

TAMMY PEARSALL

**Position (eg Secretary, Chair, etc)**

Trustee/Vice chair

Chair

**Date**

28-5-22

# Showtime Community Productions CIO

## Income and Expenditure Account

1st March 2021 to 28th February 2022

### Income

	£	p	£	p
Vision 2030 Funding			3724.00	
Ticket Sales			6150.30	
Donations re Programmes			60.00	
Raffle			74.00	
Sales of DVD's			380.00	
Wednesbury Carnival Stall			160.00	
			<u>10548.30</u>	

### Expenditure

Event Hire	2700.00	
Staging	1560.04	
Hire of Town Hall	920.74	
Stage Requisites	373.86	
Costumes & Props.	274.87	
Confetti Shower	54.52	
Sundry Requisites	157.70	
T-Shirts	123.97	
DVD's	400.00	
Programmes	51.42	
Advertisement	120.00	
Room Hire	530.00	
Printer	191.90	
Printing Requisites	247.86	
Insurance	157.00	
Wednesbury Carnival Stall Rental	35.00	7898.88
		<u>2649.42</u>

### Excess of Income over Expenditure for the Year

## Balance Sheet

28th February 2022

### Accumulated Fund

Excess for Year

2649.42

### Represented By

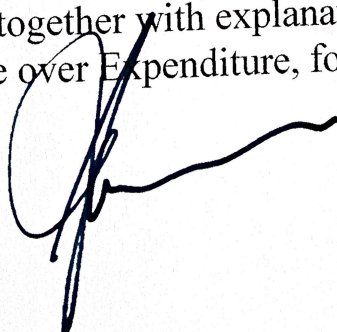
Balance at The Co-operative Bank

2649.42

## Auditors Report

I have prepared the above Accounts of Showtime Community Productions CIO, for the year ended 28th February 2022, and verify and confirm that they are in accord with the books and vouchers presented, together with explanations given to me, and accordingly correctly show an excess of Income over Expenditure, for the year, of £2649.42.

16th May 2022



J. Michael Warner F.C.A.  
Chartered Accountant