



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	1	March	2022		28	February	2023

## Section A Reference and administration details

<b>Charity name</b>	Showtime Community Productions CIO		
<b>Other names charity is known by</b>	N.A.		
<b>Registered charity number (if any)</b>	1186672		
<b>Charity's principal address</b>	5 KEYS CRESCENT		
	WEST BROMWICH		
	West Midlands		
	<b>Postcode</b>	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	Chad Dent	Deputy Chair	28-2-2023	
3	Terry Fitzgerald	Vice Chair	28-2-2023	
4	Matthew Flavin	Secretary	28-2-2023	
5	Sara Bailey	Minute Secretary	28-2-2023	
6	Linda Pearsall	Treasure	28-2-2023	
7	Laura Dudley		28-2-2023	
8	Jenifer Smith		28-2-2023	
9	Angela Martin		28-2-2023	
10				

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

Name	Dates acted if not for whole year

### 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.
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## 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.

**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 and workshop 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. We attended and performed at local community events including Sandwell's Shine a Light Festivals, The Rotary Clubs Wednesbury Carnival at Brunswick Park and The Queens Baton Relay for the Commonwealth Games 2022.

We also arranged workshops in order for our members to create and craft their own props for our shows. This included underwater Ultra Violet animals which the children used as part of our pantomime 'Dick Whittington' in an UV underwater section of the production.

This year we supported ourselves by fundraising at local events in order to continue our work developing our members skills in performing arts.

**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.

## Section D

## Achievements and Performances

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

After the success of last year's full-scale pantomime, The Wizard Of Oz, the committee decided to continue our work by applying for a slot at Sandwell's 'Shine A Light' Project. Although the 'Shine a Light' project was mainly aimed at the Commonwealth Games and fitness, a portion of the project was storytelling and performing arts. These free events were to be held around the towns of Sandwell showcasing community groups and performers. As we had just performed the story, The Wizard of Oz', we felt we could hit the criteria quite well and devised a small comic variety piece based around pirates. It was titled 'Pirates Downen The Cut' which included singing, dancing, audience participation and comic sketches which were appropriate for all generations. The cast consisted of adult members alongside junior members who all had an input into parts of the short show. The children even coming up with their own pirate names. The piece offered interaction with the audience and a changeable cast if needed. None of our members had experienced street performing before and learned how different from performing in a theatre it was. From microphone handling, audience interaction, performing in different spaces and adapting the show accordingly and quickly. This show was performed in May at 3 of the 'Shine A Light' venues. Twice in Wednesbury with a cast of mixed generations and once in Tipton with a junior cast. It received a good response from the audiences at all three events and it was decided to ask if we could perform 'Pirates Downen The Cut' in the arena when we attended Wednesbury Carnival.

On the 4th June, Showtime attended a celebration event for the Queen's Jubilee at Wednesbury British Legion. It was a great event in which our events team put together raffles, tombola and lucky dips. We also made several connections with other community organisations such as Scouts, Navy Cadets and Morrisons. A great day was had by all, and it raised some much needed funds for our Showtime projects.

Wednesbury Carnival became one of our top events we attended this year. Not only did we have two stalls with spin the wheel, lucky dips, face painting and lots of carnival games but we also performed 'Pirates Downen the Cut' twice in the arena to an audience of thousands. Our pirate antics also saw us in the Express and Star newspaper which was great publicity for Showtime. Again, we had a lot of fun and enjoyed being part of Wednesbury Rotary Club's Carnival, who loved our community performance and asked us to do another one this following year. They also gave Showtime a donation of £200 to support us in the future, which was a lovely surprise.

After the success of our community show, we were approached by Sandwell Council to perform 'Pirates Downen the Cut' again at the Queen's Baton relay for the Birmingham Commonwealth Games 2022, when the baton came through Wednesbury and Brunswick Park. We were all delighted and jumped at the chance to be part of an historic moment. Not only did we perform the show twice, but members of the cast also got chance to be on live radio, television, stand next to the baton and have a photo with the mascot, 'Perry the Bull'. It was definitely a highlight for Showtime and all our members to be part of such an event and the trustees and committee are extremely proud of what our members achieved through our first community performance.

From all of the events where we performed 'Pirates Downen the Cut', we

had nothing, but positive and outstanding comments and we were still being asked to perform it in August, but unfortunately member's holidays made it impossible. In all, our community performance was a great success and from this we have found that this is something that people in the area want to see and have very much enjoyed. Showtime Community Productions CIO committee will now consider the community show part of our yearly performances and deliver another free, outstanding community show this year.

Our main pantomime production this year was 'Dick Whittington'. It was truly a fantastic show, and The Trustees and Committee could not thank and appreciate all the Showtime members enough for their hard work, support, and positive attitude towards getting 'Dick Whittington' to the stage.

In September we started the hard work of bringing the story to life. As we progressed, we gained valuable new members to join the cast and help with the running of Showtime Community Productions CIO. This production called for an UV underwater scene. We decided, rather than hiring in the UV props, that we would run a few workshops in which the children and other members could come and help create the UV underwater animals. Our first workshop was in the October half term when the children were off school. We used neon paint and fabric to make fish, squids, starfish, sea horses and a giant octopus. The children could be as creative as they wanted in making their sea creatures and it showed them another aspect of producing a show and how props can be made. It was explained how the ultraviolet lights worked with neon and florescent colours and how they would glow on stage. It was also explained that anyone in that scene would have to wear black so that they wouldn't be seen, and we would only see the florescent sea creatures. Everyone enjoyed the day creating their sea creatures and looked forward to using them in the show.

In November we were asked by Wednesbury British Legion if we would like to join Wednesbury's Remembrance Parade. Being a valued community organisation, the committee felt that the Showtime Members should pay their respects and not only brought a poppy wreath but also nominated two of our younger members to lay it at the cenotaph on the day. It was our first-time being part of that event and our members were proud and privileged to take part and felt very much part of their community.

Rehearsals continued for our Pantomime Dick Whittington. As a result of our networking within the community, an opportunity arose to be part of Wednesbury Christmas Light Switch-On. This year it was organised by community groups, and we were asked to be part of it. Our events team organised a tombola and we sold tickets for Dick Whittington at a stall. The main cast walked around at the event in costumes, and we also had a performance slot on the main stage. The children had been working hard on a Makaton devised dance piece for the pantomime and we felt that it would be appropriate for the performance at the light switch on. Our two main leads also performed a duet from the pantomime too. This was another performance opportunity for our members to experience as they advertised and promoted their performance of 'Dick Whittington'. Not only did they have to stay in character while around the town but also interact with the public and find out how the public felt about Showtime and its work. All of our members enjoyed the experience. Our new members had not had this opportunity before and found it an unlifting and exciting experience. It was a great way to advertise Showtime Community Production CIO and our work, to the public of Wednesbury. We had

several positive comments and the cast had many photos with the public and other artists that were there. Another great event that Showtime and its members were proud and grateful to be part of, and the event was an asset to community groups and the local public.

In December we arranged another workshop to finish off and work on props and scenery. This took place in the School Christmas Holidays as the children and most of our members were off work. The children finished off their ultra violet sea creatures and we painted scenery backdrops and flats. The children loved getting creative and enjoyed a valuable time working together to create artwork for our pantomime. The children were eager to paint the large backdrop as much as painting with the neon paint. The members saw how the backdrops were made and helped measure and cut the material and primed it before the scene could be drawn and painted onto it. It was also explained how to create effects with the paint and what type of paint is used on backdrops and to add clear pva glue to the paint so that its flexible and will move on the material and not flake off. They were also told about adding glitter to the scenery and how the glue had to be latex glue so that the glitter wouldn't fall off. It was a great bonding and team building day for everyone and we had a great time creating our scenery and props. Due to the support and creativity of members it would be in the best interests to repeat these workshop events for future Showtime productions as they proved valuable, not only to achieve our aims, but to build the connections between members and to create props and scenery.

The week of the show came and went so quickly.

As the staging and sound and lighting came into the Town Hall, members helped to sort costume, props and scenery. The costume department was set up at the back of the hall and members helped by sorting out the completed costumes onto appropriate rails and even sewing and making costumes under the supervision on our costume ladies. Members showed an interest in the technical side of the show and were shown how things worked at the back of the hall while they were on stage. From how the mics were controlled and how to take them on and off, to the lighting and calling cues. It was a good experience as they appreciated what the technical people had to do to complete the show and make it a wonderful experience for the audience.

This year we decided to keep the ticket price the same as last year. This was due to the cost of living, energy costs rising and people not being able to afford a night out just after Christmas. We also offered opportunities to other community groups by offering a group concession on the Wednesday performance. We had a few take up the offer and it proved successful. Two weeks before the show, our Thursday night audience figures seemed low on numbers and a member brought an idea to the Committee and Trustees. They had seen another pantomime advertising a 'Pay What You Can' ticket and wondered if it would be any good for us to do on the Thursday as audience numbers were low. The committee decided to trial the idea but not advertise it publicly, instead share it with local schools and other community organisations to get it to the right people. The 'Pay What You Can' ticket would offer up to 4 tickets, with a discount code to be used on online booking for our Thursday performance. A donation bucket would be on the front of house table on arrival for the 'Pay What You Can' ticket holder to pay a donation of whatever they could afford. This proved very popular with over 50 'Pay What You Can' tickets being claimed.

Although we only made just over a pound per ticket from each ticket, the

## Section D

## Achievements and Performances

joy and opportunity we offered the local community, who would not have been able to attend our pantomime, let alone a professional theatre show, was worth more to all our members than the funds we potentially lost. We did not want this to be abused by the public so although we did not promote what we had done, we were proud we could offer this to the disadvantage families of Sandwell and bring them this experience and happiness attending our show.

Our 'Dick Whittington' Pantomime was an amazing success with the combined ticket sales reaching 926 seats. Ticket sales were available on the door which led to us having a sell-out performance on the Saturday evening.

We had so many positive comments, reviews and complements about our production, many saying it was better than a professional pantomime and less than half the cost. Our Makaton routine made it inclusive for those hard of hearing and our ultraviolet underwater scene, which many people thought we had brought in and not made ourselves, was also a highlight and complemented on several times.

Our members have learned and achieved many valuable experiences from performing Dick Whittington for their local community and Showtime Community Productions CIO has offered opportunities to most, if not all of our members in one way or another.

To conclude, this year Showtime Community Productions CIO has hit its charity aims by educating its members about different aspects of theatre performance and production and offering opportunities through the different events we have performed at and attended, and through our main production 'Dick Whittington'. By performing at events, in and around Wednesbury, we have provided opportunities for the public to engage with and support our work and our members and have offered them a production for the public benefit at an affordable cost and made it accessible to everyone.

## Section E

## Financial review

### 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

We 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 productions by our members, for the public.

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

- of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information


Our organisation hopes to move forward in the next year by producing and exploring different shows and performances 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)	Tammy Pearsall	T FITZGERALD
Position (eg Secretary, Chair, etc)	Chair	Vice Chair
Date	18.4.2023	



# Showtime Community Productions CIO

## Income and Expenditure Account      1st March 2022 to 28th February 2023

<u>Income</u>	<u>£</u>	<u>p</u>	<u>£</u>	<u>p</u>
Ticket Sales			5863.54	
Donations re T-Shirts			216.00	
Sales of Programmes			89.70	
Raffles			255.71	
Sales of DVD's			280.00	
Jubilee Event			380.00	
Tombola, Wednesbury Lights Switch-on			215.50	
Wednesbury Carnival Stall			269.00	
Donation, Rotary Club of Wednesbury			200.00	
			<u>7769.45</u>	
 <u>Expenditure</u>				
Event Hire	2850.00			
Staging	1951.12			
Hire of Town Hall	869.81			
Costumes & Props.	293.55			
Sundry Requisites	94.59			
T-Shirts	175.50			
DVD's	400.00			
Advertisement	90.00			
Room Hire	117.50			
Printing Requisites (Inc.Flyers)	165.34			
Insurance	157.00			
Jubilee Stall Prizes	39.39			
Wednesbury Poppy Appeal	20.00			
Wednesbury Carnival Stall Rental (Additional Stall)	35.00		7258.80	
			<u>510.65</u>	
<b><u>Excess of Income over Expenditure for the Year</u></b>				<u><b>510.65</b></u>

## Balance Sheet

28th February 2023

### Accumulated Fund

As at 1st March 2022

Add: Excess for Year

<u>£</u>	<u>p</u>	<u>£</u>	<u>p</u>
2649.42			
510.65		3160.07	

### Represented By

Balance at The Co-operative Bank

**3160.07**

## Auditors Report

I have prepared the above Accounts of Showtime Community Productions CIO, for the year ended 28th February 2023, and verify and confirm that they are in accord with the 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 £510.65.

10th April 2023

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

