

# THE CIRCUS PROJECT

England & Wales · Charity number 1190577

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2020-07-27

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Hangleton Community Centre  
Harmsworth Crescent  
Hove  
BN3 8BW

**Phone** 07957456961

**Email** [mail@thecircusproject.co.uk](mailto:mail@thecircusproject.co.uk)

**Website** <https://www.thecircusproject.co.uk/>

## Activities

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**Objects:** TO PROMOTE, IMPROVE AND ADVANCE EDUCATION FOR THE PUBLIC BENEFIT IN BRIGHTON & HOVE, PRIMARILY IN HANGLETON & KNOLL, BOTH BY THE TEACHING OF CIRCUS SKILLS IN A SAFE AND SUPPORTIVE ENVIRONMENT AND BY THE PROVISION OF ACCESS TO PROFESSIONAL CIRCUS AND THEATRICAL PRODUCTIONS THROUGH PERFORMANCE.

**Activities:** The Circus Project is an aerial circus arts training organisation. We offer weekly classes and workshops to the community of Brighton and Hove and the surrounding areas. Children from 7yrs and adults of all ages.

## Classification

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- **How:** Provides Services
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- **Area of benefit:** LOCAL
- Brighton And Hove

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£48,418	£40,175	-	-
2023-12-31	£44,506	£42,659	-	-
2022-12-31	£39,141	£30,170	-	-
2021-12-31	£15,767	£21,866	-	-

## Trustees

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Name	Role	Appointed
Lucy Kenward	Chair	2021-05-01
David Ward		2020-07-27
PETER HEDGETHORNE		2020-07-27
Philippa Vafadari		2025-06-19
Selene Rull-Usano		2024-02-22

**THE CIRCUS PROJECT**

England & Wales - Charity number 1190577

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# Accounts

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# **The Circus Project**

Trustees' Report and Annual Accounts for the  
Year Ended 31st December 2024.

Registered Charity Number: 1190577

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# Charity Information

The Circus Project

For the year ended 31 December 2024

## Trustee

Lucy Kenward - Chair

Peter Hedgethorpe - Treasurer

Lauren Carroll (resigned October 2024)

David Ward - Trustee

Selene Rull-Usano - Trustee

## Registered Number

1190577

## Registered Office

Hangleton Community Centre

Harmsworth Crescent

Hove

Sussex

BN3 8BW

# Report of the Trustees

The Trustees present their report and the audited financial statements for the year ended 31<sup>st</sup> December 2024.

## **ORGANISATIONAL STRUCTURE AND MANAGEMENT**

The Circus project has been active since 1999, gaining Charity status in 2004. A copy of this constitution is published on the charity website and is also available on request.

The Circus Project's governing constitution specifies that the charity's board of trustees shall consist of not less than four (4) members, nor more than nine (9) members. Trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

On the 31<sup>st</sup> December 2024 there were 4 elected members on the board of trustees.

- Lucy Kenward – Chair
- Peter Hedgethorpe – Treasurer
- David Ward – Trustee
- Selene Rull-Usano - Trustee

## **DECISION MAKING**

The charity trustees are responsible for decision making relating to the governance structure, strategy, risk and finances, and any issues of significant impact are voted upon as a trustee board. The management team below are delegated the day to day running of the charity during 2024.

## **CHARITY MANAGEMENT TEAM**

- VICTORIA MCMANUS - ARTISTIC DIRECTOR/ADMINISTRATOR

Self-employed position held 1st January 2024 - 31<sup>st</sup> December 2024

- TAMATI RAPHAEL – SENIOR INSTRUCTOR

Self-employed position held 1st January 2024 – 31<sup>st</sup> December 2024

- ALEX POULTER - RIGGER

Self-employed position held 1st January 2024 – 31<sup>st</sup> December 2024

## **ACHIEVEMENTS AND PERFORMANCE IN 2024**

- **Funding**

Funds raised at our fundraiser show in December amounted to: £1551.22

No Holds Barred donated: £750

The Emma Insley Fund donated: £1085

Totalling a sum of = £3386.22

- **Trustee recruitment**

We successfully recruited new board member, Selene Rull-Usano in 2024.

- **Fundraiser**

In December 2024, we held a fundraiser in the hall at Hangleton Community Centre.

We performed a show with 55 members of our youth circus and 6 of our adult students.

Tickets were sold to friends and family of our community.

We held workshops, a raffle and sold refreshments and donated cakes.

- **Youth trips**

In January 2024 we were invited to bring 50 youth circus students and teachers to attend Cirque Du Soleil - Alegria at The Royal Albert Hall. This was a rare opportunity for many students to experience a show they would never have the chance to see in usual circumstances.

- **Workshops and Festival**

We hosted youth and adult workshops over the year:

Rope with Rebecca Rennison (London).

Handstands, Partner Acro and Straps with Nora and Rowan (Bristol).

We attended Glastonbury Festival and Love Supreme delivering Youth workshops/performances and promoting aerial circus.

- **Youth Performance**

Our youth circus students performed at Glastonbury Festival in the Kidzfield.

- **Professional Development**

Our Artistic Director took part in the European Aerial Dance Festival in Worthing. A week of training in aerial and dance disciplines. Vicki also assisted a partially sighted participant during their training. In March, Vicki also attended the aerial symposium at the Attenborough centre for the creative arts in Falmer, organised by Gravity and Levity.

## **OBJECTIVES AND ACTIVITIES**

### **How the charity delivers public benefit**

Throughout 2024 the core activities and objectives of the Circus Project have been built around its charitable purpose and objects with due regard to public benefit in line with the Charity Commissions guidance on public benefit, including the guidance on public benefit and fee charging. The Circus Project relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the Circus Projects activities and courses for those on low income.

In 2024 the Circus Project has worked to achieve these objects using a number of focused objectives. Each of the eight objectives below have been written within an understanding of the charitable purpose of the Circus Project and their public benefit in line with Charity Commission guidance on public benefit.

In 2024 The Circus Project has worked to achieve these objects using a number of focused objectives:

- **TEACH PEOPLE:** Provide high quality circus arts classes and workshops suitable for all ages and all abilities
- **FOSTER YOUNG TALENT:** Nurture young talent and help young people who wish to pursue a career in the circus world
- **JOIN FORCES:** Encourage collaborations and cross-art partnerships
- **CHANGE LIVES:** Utilise the use of circus as a tool for helping people who are having a difficult time in their lives
- **DEVELOP CIRCUS:** Be instrumental and truly active in developing contemporary circus regionally and nationally
- **CREATE WORK:** Create work that inspires, delights the heart, and challenges the idea of what circus can be
- **HELP ARTISTS:** Provide resources, advice, and practical support, showcasing opportunities and networking opportunities for professional and semi-professional artists
- **BE EXCELLENT:** Be a model of good practice and artistic excellence within the sector nationally

## **FINANCIAL REVIEW**

As of 1st Jan 2024, the reserves amounted to £20,704 represented by £19,204 of unrestricted funds and £1,500 of restricted funds. The 12 month period ended 31st December 2024 recorded net receipts over payments of £6,744 represented by £6,244 of unrestricted receipts over payments plus £500 of restricted payments over receipts. Total monetary assets as 31st December 2024 stood at £26,409 of which £24,409 was unrestricted funds and £2,000 was restricted funds.

Total expenditure for 12month period ended 31st December 2024 amounted to £40,174 .

## **RESERVES POLICY**

The Circus Project is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meeting ongoing liabilities, sufficient to ensure that all delivery commitments can be met and to protect the long-term future of The Circus Project's operations.

The Circus Project seeks to balance these priorities by holding a level of unrestricted reserves which equates to about three months of running costs. As at 31 December 2024, unrestricted reserves stood at £24,409 which represents approximately 7 months of total costs.

The Trustees acknowledge this is above the level set by current reserves policy and is therefore considered sufficient to cover current commitments for the following financial year. The Board of Trustees is monitoring the level of reserves quarterly and will take appropriate action if reserves fall outside the desired range.

# Statement of Trustees Responsibilities

## The Circus Project

For the 12 months ended 31 December 2024

The trustee is responsible for preparing the trustee's report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the member is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The member is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The member is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the member of the charity on Oct 13, 2025 and signed on its behalf by:



Lucy Kenward (Oct 13, 2025 13:34:19 GMT+1)

Lucy Kenward  
Chair

**THE CIRCUS PROJECT**  
**Registered Charity Number 1190577**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE 12 MONTHS ENDED 31 DECEMBER 2024**

I report on the accounts of the Trust for the 12 months ended 31 December 2024, which are set out on pages 8 to 12.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;
- and To state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 you as 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**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**THE CIRCUS PROJECT**  
**Registered Charity Number 1190577**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE  
12 MONTHS ENDED 31 DECEMBER 2024 - CONTINUED**

Stuartt Seaton, FMAAT  
Seatown Accountancy Services Ltd  
Endless Tales  
4 Samphire Drive  
Worthing  
West Sussex  
BN13 3RW

Signature.....*S. Seaton*.....

Date...14th June 2025...

# Receipts and Payments Account

## The Circus Project

For the year ended 31 December 2024

2024

### Income

Funding - NON-RESTRICTED	782.41
Workshop Income	868.70
Youth Class Income	29,274.00
Other Revenue	391.60
Funding - RESTRICTED	675.00
Sales	360.80
Merchandise	507.00
Adult Class Income	14,027.95
Fundraiser Income - Raffle	70.00
Fundraiser Income - Tickets	1,331.00
Fundraiser Income - Food & Drink Sales	130.00
<b>Total Income</b>	<b>48,418.46</b>

### Payments

Instructor Fees - Adult Instruction	2,284.95
Instructor Fees - Youth Instruction	901.03
Direct Expenses	288.73
Rent - Youth Classes	4,929.00
IT Software and Consumables	189.60
Artistic Director Fees - Workshop	140.00
Staff Training	270.71
Artistic Director Fees - Adult Instruction	4,873.75
Postage, Freight & Courier	16.45
Administrator Fees	4,900.00
Travel - National	205.65
Storage Rent	154.00
Insurance	547.68
Instructor Fees - Workshop Instruction	852.00
Subscriptions	360.60
Fundraising Expenses	169.78
Rent - Workshops	24.00
General Expenses	176.34
Repairs & Maintenance	29.00
Expenses - RESTRICTED	175.00
Rent	69.00
Specialist Equipment	1,587.11
Rent - Fundraising	150.00
Audit & Accountancy fees	1,382.10
Rent - Adult Classes	2,298.00
Artistic Director Fees - Youth Instruction	13,200.50
<b>Total Payments</b>	<b>40,174.98</b>

2024

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**Net receipts (payments) for the year** **8,243.48**

**Plus Other Cash Movements**

Fixed Assets (1,499.00)

**Total Other Cash Movements** **(1,499.00)**

**Net Cash Movement** **6,744.48**

**Summary**

Opening Balance 20,393.65

Plus Net Cash Movement 6,744.48

Balance of Fund at Year End 27,138.13

# Statement of Assets and Liabilities

## The Circus Project

As at 31 December 2024

	NOTES	31 DEC 2024
<b>Fixed Assets</b>		
Tangible assets		1,499
<b>Total Fixed Assets</b>		<b>1,499</b>
<b>Current assets</b>		
Cash at bank and in hand		27,138
<b>Total Current assets</b>		<b>27,138</b>
<b>Creditors: amounts falling due within one year</b>		
Trade creditors		2,229
Other creditors		(1)
<b>Total Creditors: amounts falling due within one year</b>		<b>2,228</b>
<b>Net current assets (liabilities)</b>		<b>24,910</b>
<b>Total assets less current liabilities</b>		<b>26,409</b>
<b>Net Assets</b>		<b>26,409</b>
<b>Capital and reserves</b>		
Profit and loss account		26,409
<b>Total Capital and reserves</b>		<b>26,409</b>

# Movements in Funds

## The Circus Project

For the year ended 31 December 2024

2024

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### Funds

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Opening Balance	19,176.15
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#### Retained Earnings

##### Increases

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Profit for the Period	7,233.23
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Total Increases	7,233.23
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Total Retained Earnings	7,233.23
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Total Funds	26,409.38
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# The Circus Project

## Notes to the Financial Statements for the 12 Months Ended 31 December 2024

### 1 Accounting policies

#### Charity status

The charity is a charitable incorporated organisation as defined by and in accordance with the Charities Act 2011.

#### Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### Basis of preparation

The financial statements are prepared on a receipts and payments basis. Olly's Future meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### Going concern

The trustee consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### Income

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised upon receipt.

#### Expenditure

All expenditure is recognised upon payment. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent. Other support costs are allocated based on the spread of staff costs.

#### Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

## **The Circus Project**

### **Notes to the Financial Statements for the 12 Months Ended 31 December 2024**

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

# Trustee Signature Sheet

**The Circus Project**  
**For the 12 months ended 31 December 2024**

The financial statements included in this report, all of the figures and information were approved by the board of Trustees on  
Oct 13, 2025

..... and were signed on its behalf by:



Lucy Kenward (Oct 13, 2025 13:34:19 GMT+1)

Lucy Kenward

**THE CIRCUS PROJECT**

England & Wales - Charity number 1190577

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# Accounts

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# THE CIRCUS PROJECT

**TRUSTEES' REPORT AND ANNUAL ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Registered Charity Number: 1190577

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# Charity Information

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## The Circus Project For the year ended 31 December 2023

### Trustee

Peter Hedgethorpe

Lucy Kenward

Lauren Carroll

David Ward

John McDermott

### Registered Number

1190577

### Registered Office

Hangleton Community Centre

Harmsworth Crescent

Hove

Sussex

BN3

8BW

United Kingdom

# Report of the Trustees

## Report of the Trustees

The trustees present their report and audited financial statements for the year ended 31<sup>st</sup> December 2023.

### **ORGANISATIONAL STRUCTURE AND MANAGEMENT**

The Circus Project has been active since 1999, gaining Charity status in 2004. The Circus Project changed from an unincorporated charity to a CIO, governed by a charity constitution which was adopted 27<sup>th</sup> July 2020. A copy of the constitution is available on request.

The Circus Project's governing constitution specifies that the charity's board of trustees shall consist of not less than four (4) members, nor more than nine (9) members. Trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

On the 31<sup>st</sup> of December 2023 there were 5 elected members on the board of trustees.

- Peter Hedgethorpe – Chair
- Lauren Carroll – Treasurer
- Lucy Kenward – Secretary
- David Ward – Trustee
- John McDermott – Trustee

### **DECISION MAKING**

The charity trustees are responsible for the decision making relating to the governance structure, strategy, risk and finances, and any issues of significant impact are voted upon as a trustee board. The management team below are delegated the day to day running of the charity during 2023.

### **CHARITY MANAGEMENT TEAM**

- VICTORIA MCMANUS – ARTISTIC DIRECTOR/ADMINISTRATOR/SENIOR INSTRUCTOR  
Self-employed position held 1<sup>st</sup> January 2023 – 31<sup>st</sup> December 2023
- TAMATI SAMSON – SENIOR INSTRUCTOR  
Self-employed position held 1<sup>st</sup> January 2023 – 31<sup>st</sup> December 2023
- ALEXANDER POULTER – RIGGER  
Self-employed position held 1<sup>st</sup> January 2023 – 31<sup>st</sup> December 2023

### **ACHIEVEMENTS AND PERFORMANCE 2023**

- **FUNDING**  
Funds raised at our Fundraiser show amounted to £1584.69.
- **YOUTH PERFORMANCE**  
In May 2023, five students performed in a curtain raiser for the Revel Puck Circus in Wish Park. This was a rare opportunity to perform in a Circus Big Top for this new young circus company.

- VOULUNTEERS**  
 In 2023 we engaged two volunteers to work with our youth circus in weekly classes. Our students have been taking their Duke of Edinburgh awards with The Circus Project in Skills and Volunteering.
- FESTIVALS/WORKSHOPS**  
 In May 2023, The Circus Project delivered workshops and performances at Elderflower Fields Festival. We invited 10 youth students to join us for the weekend of performances and assisting youth workshops.  
 We also attended Yoga camp and Love Supreme Festivals with our free standing outdoor aerial rig. We offered free aerial workshops for children of all ages. Promoting, The Circus Project and the activities we provide to a wider audience.
- MASTERCLASSES**  
 During 2023 we organised masterclass workshops with visiting teachers, Lauren Jamieson from Scotland, Emmen Donnelly from Belfast and Eleanor Ireland from Bristol.
- FUNDRAISER**  
 In December 2023, we held a fundraiser at Hangleton Community Centre where we run our classes. We performed a show with 48 members of our youth circus and 10 of our adult students. Tickets were sold to the friends and family of our community. We held workshops, a raffle and sold donated cakes and refreshments.
- ADVANCED TRAINING PROGRAMME**  
 In 2023, we gained another placement for a student on the National CAT Scheme, making it 4 students we now have in advanced training for Circus. One of our students also went on to do their degree in Circus at The National Centre for Circus Arts in London.  
 In July 2023 one of our CAT students made a successful application to attend the Summer school at the prestigious school ENC in Montreal for two weeks training in Youth Circus.
- YOUTH TRIPS**  
 In January 2023, we were invited to bring 50 youth students and teachers to attend Cirque du Soleil – Kurios at The Royal Albert Hall. This was an incredible opportunity for many students to experience a show they would never have the chance to see in usual circumstances.
- SUPPORT TO PROFESSIONAL CIRCUS ARTISTS**  
 The Circus Project have supported many professional circus artists throughout 2023 with the loan of equipment. These include: Revel Puck Circus, First Act Acrobats, Circopitanga and Gravity and Levity.

## OBJECTIVES AND ACTIVITIES

Throughout 2023 the core activities and objectives of the Circus Project have been built around its charitable purpose and objectives with due regard to public benefit in line with the Charity Commissions guidance on public benefit, including the guidance on public benefit and fee charging. The Circus Project relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the Circus Projects activities and courses for those on low income.

In 2023 The Circus Project has worked to achieve these objects using a number of focused objectives. Each of the eight objectives below have been written within an understanding of the charitable purpose of the Circus Project and their public benefit in line with Charity Commission guidance on public benefit.

In 2023 The Circus Project has worked to achieve these objects using a number of focused objectives:

- **TEACH PEOPLE:** Provide high quality circus arts classes and workshops suitable for all ages and all abilities
- **FOSTER YOUNG TALENT:** Nurture young talent and help young people who wish to pursue a career in the circus world
- **JOIN FORCES:** Encourage collaborations and cross-art partnerships
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- **HELP ARTISTIS:** Provide resources, advice, and practical support, showcasing opportunities and networking opportunities for professional and semi-professional artists
- **BE EXCELLENT:** Be a model of good practice and artistic excellence within the sector nationally

## **FINANCIAL REVIEW**

As of 1<sup>st</sup> Jan 2023, the reserves amounted to £18,856 represented by £16,612 of unrestricted funds and £2,244 of restricted funds. The 12 month period ended 31<sup>st</sup> December 2023 recorded net receipts over payments of £1,847, represented by £2,592 of unrestricted receipts over payments less £745 of restricted payments over receipts. Total monetary assets as 31<sup>st</sup> December 2023 stood at £20,704 of which £19,204 was unrestricted funds and £1,500 was restricted funds.

Total expenditure for 12 month period ended 31<sup>st</sup> December 2023 amounted to £42,659.

## **RESERVES POLICY**

The Circus Project is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meeting ongoing liabilities, sufficient to ensure that all delivery commitments can be met and to protect the long-term future of The Circus Project's operations.

The Circus Project seeks to balance these priorities by holding a level of unrestricted reserves which equates to about three months of running costs. As at 31 December 2023, unrestricted reserves stood at £16,612 which represents approximately 5-6 months of total costs.

The Trustees acknowledge this is above the level set by current reserves policy and is therefore considered sufficient to cover current commitments for the following financial year. The Board of Trustees is monitoring the level of reserves quarterly and will take appropriate action if reserves fall outside the desired range.

# Receipts and Payments Account

## THE CIRCUS PROJECT

### Receipts and Payments Account for the year ended 31st December 2023

General Fund	Unrestricted	Restricted	Total 2023	Total 2022
<b>Income Receipts</b>				
Funding	1,550	(732)	818	1,333
Workshop Income	2,080	-	2,080	-
Youth Class Income	26,229	-	26,229	26,357
Other Revenue	123	-	123	-
Sales	140	-	140	-
Merchandise	225	-	225	920
Adult Class Income	12,957	-	12,957	10,531
Fundraiser Income - Tickets	-	1,252	1,252	-
Fundraiser Income - Food & Drink Sales	682	-	682	-
Private hire	-	-	-	-
<b>Total Receipts</b>	<b>43,986</b>	<b>520</b>	<b>44,506</b>	<b>39,141</b>
<b>Payments</b>				
<u>Direct costs:</u>				
Instructor Fees - Adult Instructions	4,638	866	5,503	5,373
Instructor Fees - Youth Instructions	974	-	974	5,373
Direct Expenses	716	1,040	1,756	-
Rent - Youth Classes	3,505	-	3,505	4,794
Artistic Director Fees - Workshop	570	-	570	10,755
Artistic Director Fees - Adult Instruction	3,754	-	3,754	-
Storage Rent	121	-	121	-
Instructor Fees - Workshop Instruction	1,306	-	1,306	-
Fundraising Expensese	92	-	92	-
Rent - Workshops	650	-	650	-
Merchandise costs	634	-	634	920
Cleaning	65	-	65	-
General Expenses	10	-	10	-
Specialist equipment	1,871	-	1,871	3
Rigging Expenses	130	-	130	279
Rent - Adult Classes	1,198	-	1,198	-
Artistic Director Fees - Youth Instruction	10,873	-	10,873	-
Other materials and resources	-	-	-	225
<u>Central administration costs:</u>				
IT Software and Consumables	100	-	100	-
Postage, Freight & Courier	84	-	84	-
Administrator Fees	6,889	-	6,889	4,618
Travel National	157	-	157	148
Volunteer Expenses	-	-	-	6
Insurance	543	-	543	610
Subscriptions	334	-	334	454
Telephone & Internet	-	-	-	353
Printing & Stationery	36	-	36	-
Audit & Accountancy Fees	2,145	-	2,145	786
Other expenses	-	(640)	(640)	847
<b>Total Payments</b>	<b>41,394</b>	<b>1,265</b>	<b>42,659</b>	<b>30,170</b>
<b>Net receipts (payments) for the year</b>	<b>2,592</b>	<b>(745)</b>	<b>1,847</b>	<b>8,972</b>
Transfer	-	-	-	-
<b>Net receipts (payments) for the year after transfers</b>	<b>2,592</b>	<b>(745)</b>	<b>1,847</b>	<b>8,972</b>
Balance of Funds at 1st January 2023	16,612	2,244	18,856	9,884
<b>Balance of Funds at 31st December 2023</b>	<b>19,204</b>	<b>1,500</b>	<b>20,704</b>	<b>18,856</b>

# Statement of Assets and Liabilities at 31 December 2023

## THE CIRCUS PROJECT

### Statement of Assets and Liabilities at 31st December 2023

Assets	Note	2023	2022
<u>Bank</u>			
Lloyds bank account		20,694	18,846
Cash in hand		10	10
		<u>20,704</u>	<u>18,856</u>
<u>Non-Monetary Assets</u>			
Debtors			-
<b>Total current assets</b>		<b>20,704</b>	<b>18,856</b>
<b>Liabilities</b>			
Creditors: amounts falling due within one year		4,108	2,545
Community account		-	200
<b>Net current assets</b>		<b>16,597</b>	<b>16,112</b>
<b>Funds</b>			
General funds	1	19,204	16,612
Restricted funds	1	1,500	2,244
		<u>20,704</u>	<u>18,856</u>

#### 1. Movement in Funds

	Balance 01/01/23	Receipts	Payments	Balance 31/12/23
<b>Restricted Funds</b>				
Restricted Donations	2,244	520	1,265	1,500
	<u>2,244</u>	<u>520</u>	<u>1,265</u>	<u>1,500</u>
<b>Unrestricted Funds</b>				
General Fund	16,612	43,986	41,394	19,204
	<u>18,856</u>	<u>44,506</u>	<u>42,659</u>	<u>20,704</u>

# Notes to the Financial Statements

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## The Circus Project For the year ended 31 December 2023

### 1. Statement of Accounting Policies

The Circus Project is a Trust. These Financial Statements are general purpose financial statements and have been prepared in accordance with generally accepted accounting practices.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

### 2. Changes in Accounting Policies

There have been no changes in Accounting Policies. All policies have been applied on bases consistent with those used in previous years.

### 3. Fund Accounting

The accounts distinguish between restricted and unrestricted funds. Restricted funds been raised by the charity for specific purposes or are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions and are available for use at the discretion of the Trustees for expenditure on its objects or appropriated to reserves for internally designated purposes.

#### 4. Non-monetary assets

	2022	2022
Aerial equipment (including rigging) – estimated value	566	943
Mats – estimated value	0	0
Merchandise – estimated value	56	93
	<u>622</u>	<u>1,036</u>

The financial statements included in this report, all of the figures and information were approved by the board of Trustees on ...03.10.24..... and were signed on its behalf by:



.....

Peter Hedgethorpe

**THE CIRCUS PROJECT**

England & Wales - Charity number 1190577

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# Accounts

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# THE CIRCUS PROJECT

**TRUSTEES' REPORT AND ANNUAL ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER 2022**

Registered Charity Number: 1190577

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# Charity Information

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The Circus Project  
For the year ended 31 December 2022

**Trustee**

David Ward

Peter Hedgethorpe

John McDermott

Lucy Kenward

Lauren Carroll

**Registered Number**

1190577

**Registered Office**

Hangleton Community Centre

Harmsworth Crescent

Hove

Sussex

BN3

8BW

United Kingdom

# Report of the Trustees

The Trustees present their report and the audited financial statements for the year ended 31<sup>st</sup> December 2022.

## **ORGANISATIONAL STRUCTURE AND MANAGEMENT**

The Circus project has been active since 1999, gaining Charity status in 2004. The Circus Project changed from an unincorporated charity to a CIO, governed by a charity constitution which was adopted 27<sup>th</sup> July 2020. A copy of this constitution is published on the charity website and is also available on request.

The Circus Project's governing constitution specifies that the charity's board of trustees shall consist of not less than four (4) members, nor more than nine (9) members. Trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

On the, 31<sup>st</sup> December 2022 there were 5 elected members on the board of trustees.

- Peter Hedgethorpe – Chair
- David Ward – Trustee
- John McDermott – Trustee
- Lucy Kenward – Secretary
- Lauren Carroll – Treasurer

### **Decision making**

The charity trustees are responsible for decision making relating to the governance structure, strategy, risk and finances, and any issues of significant impact are voted upon as a trustee board. The management team below are delegated the day to day running of the charity during 2022.

### **Charity management team**

- VICTORIA MCMANUS - ARTISTIC DIRECTOR/ADMINISTRATOR/SENIOR INSTRUCTOR  
Self-employed position held 1<sup>st</sup> January 2021- 31<sup>st</sup> December 2022
- TAMATI SAMSON – SENIOR INSTRUCTOR  
Self-employed position held 1<sup>st</sup> January 2021 – 31<sup>st</sup> December 2022
- ALEX POULTER - RIGGER  
Self-employed position held 1st January 2021 – 31<sup>st</sup> December 2022

## **ACHEIVMENTS AND PERFORMANCE IN 2022**

### **• FUNDING**

Public donations were collected during the Youth performance at The Brighton Dome in December 2022. Donations amounted to £1500.

### **• TRUSTEE RECRUITMENT**

We successfully recruited a new board member Lauren Carroll in 2022. Lauren has taken the role of Treasurer.

### **• YOUTH PERFORMANCE**

In collaboration with The Brighton Dome, 23 youth circus students performed in a curtain raiser for FIQ! by Acrobatic de Tangier, the Christmas show at Brighton Dome Concert hall. Membre acrobatic theatre company came to devise the piece with our youth and artistic director over 2 weekend workshops creating 2 x 10min pieces. The students got to learn new skills in acrobatics and performance working with professional acrobats. They performed 8 shows to the public. This opportunity was opened up to all Brighton youth circus groups and managed by our Artistic Director. For the majority of the students this was their first experience working with a professional company and performing on stage to the public.

- **YOUTH EXCHANGE**

In October 2022, three of our youth circus students visited the Irish Aerial Creation Centre in Limerick to take part in a youth exchange. Circus and dance students from across Ireland attended for a day of youth workshops. Our students presented performances and a talk about their training. Our Artistic Director lead aerial workshops for the students. Our youth students worked with and mentored the youth circus students from Fidget feet that were preparing performances.

- **ADVANCED TRAINING**

In September 2022 three of our youth students gained places on the CAT Scheme for advanced training in circus. This scheme develops each students skills by increased hours of training and workshops at The National Centre for Circus Arts.

- **OUTINGS**

In, January 2022 The Circus Project were invited to bring 30 our students, parents, teachers and riggers to see Luzia by Cirque du Soleil at The Royal Albert Hall. An amazing opportunity for the students to attend a show many would never get the chance to see in usual circumstances.

We also organised student to see Motion House and Hickapee at Worthing theatres.

- **FESTIVALS/WORKSHOPS**

We attended yoga camp and Love Supreme festivals to deliver free workshop to children and adults. Promoting, The Circus Project and the activities we provide to a wider audience.

- **EUROPEAN AERIAL DANCE FESTIVAL**

In August 2022 our Artistic Director, teachers and students attended the EADF in Worthing to develop their aerial and dance skills with International teaches at this weeklong event. The Circus project helped the event organisers with the loan of equipment and safety mats.

- **VOLUNTEERS**

In 2022, we engaged one volunteer to come and help train our youth circus in aerial hoop.

Our students have been taking their Duke of Edinburgh awards with The Circus Project in Skills and Volunteering.

## **OBJECTIVES AND ACTIVITIES**

### **How the charity delivers public benefit**

Throughout 2022 the core activities and objectives of the Circus Project have been built around it's charitable purpose and objectives with due regard to public benefit in line with the Charity Commissions guidance on public benefit, including the guidance on public benefit and fee charging. The Circus Project relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the Circus Projects activities and courses for those on low income.

In 2022 The Circus Project has worked to achieve these objects using a number of focused objectives. Each of the eight objectives below have been written within an understanding of the charitable purpose of the Circus Project and their public benefit in line with Charity Commission guidance on public benefit.

In 2022 The Circus Project has worked to achieve these objects using a number of focused objectives:

- **TEACH PEOPLE:** Provide high quality circus arts classes and workshops suitable for all ages and all abilities
- **FOSTER YOUNG TALENT:** Nurture young talent and help young people who wish to pursue a career in the circus world
- **JOIN FORCES:** Encourage collaborations and cross-art partnerships
- **CHANGE LIVES:** Utilise the use of circus as a tool for helping people who are having a difficult time in their lives
- **DEVELOP CIRCUS:** Be instrumental and truly active in developing contemporary circus regionally and nationally
- **CREATE WORK:** Create work that inspires, delights the heart, and challenges the idea of what circus can be
- **HELP ARTISTIS:** Provide resources, advice, and practical support, showcasing opportunities and networking opportunities for professional and semi-professional artists
- **BE EXCELLENT:** Be a model of good practice and artistic excellence within the sector nationally

## Financial Review

As of 1st Jan 2022 the reserves amounted to £9,884 represented by £8,134 of unrestricted funds and £1,750 of restricted funds. The 12 month period ended 31st December 2022 recorded net payments over receipts of £39,141, represented by £37,808 of Unrestricted payments over receipts and £1,333 was restricted receipts over payments. Total monetary assets as 31 December 2022 stood at £18,856 of which £16,612 was unrestricted funds and £2,244 was restricted funds. Total expenditure for the 12 month period ended 31st December 2022 amounted to £30,170.

## Reserves Policy

The Circus Project is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meeting ongoing liabilities, sufficient to ensure that all delivery commitments can be met and to protect the long-term future of The Circus Project's operations.

The Circus Project seeks to balance these priorities by holding a level of unrestricted reserves which equates to about three months of running costs. As at 31 December 2022, unrestricted reserves stood at £16,612 which represents approximately 5.5 months of total costs.

The Trustees acknowledge this is above the level set by current reserves policy and is therefore considered sufficient to cover current commitments for the following financial year. The Board of Trustees is monitoring the level of reserves quarterly and will take appropriate action if reserves fall outside the desired range.

# Statement of Trustees Responsibilities

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the surplus or deficit for that period.

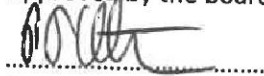
In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent
- Comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements, and whether the financial statements have been prepared in accordance with the Charities SORP; and
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charity will not continue in operation

The Trustees are responsible for:

- Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity; and
- Safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Approved by the board of Trustees on 14/9/2023 and signed on its behalf:



Peter Hedgethorpe

# Receipts and Payments Account

## THE CIRCUS PROJECT

Receipts and Payments Account for the year ended 31st December 2022

General Fund	Unrestricted	Restricted	Total 2022	Total 2021
<b>Income Receipts</b>				
Donations / Fundraising	-	1,333	1,333	533
Youth programme	26,357	-	26,357	9,680
Adult programme	10,531	-	10,531	3,536
Workshops	-	-	-	-
Merchandise sales	920	-	920	33
Private hire	-	-	-	-
<b>Total Receipts</b>	<b>37,808</b>	<b>1,333</b>	<b>39,141</b>	<b>13,783</b>
<b>Payments</b>				
<u>Direct costs:</u>				
Instructor & performer fees	5,373	-	5,373	870
Artistic director fees	10,755	-	10,755	4,438
Rigger fees & maintenance	279	-	279	279
Show production fees	-	-	-	-
Specialist equipment	3	-	3	32
Other materials and resources	225	-	225	59
Merchandise costs	920	-	920	-
Advertising & marketing	-	-	-	-
Rent	4,794	-	4,794	1,656
Fundraising costs	-	-	-	-
<u>Central administration costs:</u>				
Administrator	4,618	-	4,618	7,125
Insurance	610	-	610	638
IT Software and Consumables	-	-	-	96
Stationery, postage, office costs	-	-	-	-
Bank charges	-	-	-	0
Volunteer expenses	6	-	6	-
Accounts preparation and independent examination	786	-	786	693
Staff training	-	-	-	-
Staff travel	148	-	148	-
Telephone & internet	353	-	353	517
Subscriptions	454	-	454	235
Other expenses	7	840	847	292
<b>Total Payments</b>	<b>29,330</b>	<b>840</b>	<b>30,170</b>	<b>16,651</b>
<b>Net receipts (payments) for the year</b>	<b>8,478</b>	<b>493</b>	<b>8,972</b>	<b>(2,868)</b>
Transfer	-	-	-	-
<b>Net receipts (payments) for the year after transfers</b>	<b>8,478</b>	<b>493</b>	<b>8,972</b>	<b>(2,868)</b>
Balance of Funds at 1st January 2022	8,134	1,750	9,884	12,752
<b>Balance of Funds at 31st December 2022</b>	<b>16,612</b>	<b>2,244</b>	<b>18,856</b>	<b>9,884</b>

# Statement of Assets and Liabilities at 31 December 2022

## THE CIRCUS PROJECT

### Statement of Assets and Liabilities at 31st December 2022

Assets	Note	2022	2021
<u>Bank</u>			
Lloyds bank account		18,846	9,884
Cash in hand		10	-
		<u>18,856</u>	<u>9,884</u>
<u>Non-Monetary Assets</u>			
Debtors		-	-
Total current assets		<u>18,856</u>	<u>9,884</u>
 Liabilities			
Creditors: amounts falling due within one year		2,545	
Community account		200	
Net current assets		<u>16,112</u>	<u>9,884</u>
 Funds			
General funds	1	16,612	8,134
Restricted funds	1	2,244	1,750
		<u>18,856</u>	<u>9,884</u>

#### 1. Movement in Funds

	Balance 01/01/22	Receipts	Payments	Balance 31/12/22
<b>Restricted Funds</b>				
Restricted Donations	1,750	1,333	840	2,244
	<u>1,750</u>	<u>1,333</u>	<u>840</u>	<u>2,244</u>
<b>Unrestricted Funds</b>				
General Fund	8,134	37,808	29,330	16,612
	<u>9,884</u>	<u>39,141</u>	<u>30,170</u>	<u>18,856</u>

# Notes to the Financial Statements

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## The Circus Project For the year ended 31 December 2022

### 1. Statement of Accounting Policies

The Circus Project is a Trust. These Financial Statements are general purpose financial statements and have been prepared in accordance with generally accepted accounting practices.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

### 2. Changes in Accounting Policies

There have been no changes in Accounting Policies. All policies have been applied on bases consistent with those used in previous years.

### 3. Fund Accounting

The accounts distinguish between restricted and unrestricted funds. Restricted funds been raised by the charity for specific purposes or are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions and are available for use at the discretion of the Trustees for expenditure on its objects or appropriated to reserves for internally designated purposes.

4. Non-monetary assets

	2022	2021
Aerial equipment (including rigging) – estimated value	943	1,572
Mats – estimated value	0	0
Merchandise – estimated value	93	155
	<u>1,036</u>	<u>1,727</u>

The financial statements included in this report, all of the figures and information were approved by the board of Trustees on ...14/9/2023... and were signed on its behalf by:



.....

Peter Hedgethorpe

**THE CIRCUS PROJECT**

England & Wales - Charity number 1190577

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# Accounts

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# THE CIRCUS PROJECT

**TRUSTEES' REPORT AND ANNUAL  
ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER  
2021**

Registered Charity Number: 1190577

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# Charity Information

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The Circus  
Project  
For the year ended 31 December  
2021

## Trustees

David Ward  
Peter  
Hedgethorpe  
Lucy Kenward  
John  
McDermott  
Dan Hewitt

## Registered Number

1190577

## Registered Office

Hangleton Community  
Centre Harmsworth  
Crescent  
Hove  
Sussex  
BN3  
8BW  
United Kingdom

# Report of the Trustees

The Trustees present their report and the audited financial statements for the year ended 31<sup>st</sup> December 2021.

## **ORGANISATIONAL STRUCTURE AND MANAGEMENT**

The Circus project has been active since 1999, gaining Charity status in 2004. The Circus Project recently changed from an unincorporated charity to a CIO, governed by a charity constitution which was adopted 27<sup>th</sup> July 2020. A copy of this constitution is published on the charity website and is also available on request.

The Circus Project's governing constitution specifies that the charity's board of trustees shall consist of not less than four (4) members, nor more than nine (9) members. Trustees are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

On the 27<sup>th</sup> July 2020 there were 5 elected members on the board of trustees. On the 31<sup>st</sup> December 2021 there were 5 elected members on the board of trustees.

- Peter Hedgethorpe - Chair
- David Ward - Trustee
- John McDermott - Trustee
- Lucy Kenward - Secretary
- Dan Hewitt - Treasurer

## **Decision making**

The charity trustees are responsible for decision making relating to the governance structure, strategy, risk and finances, and any issues of significant impact are voted upon as a trustee board. The management team below are delegated the day to day running of the charity during 2021.

## **Charity management team**

- VICTORIA MCMANUS - ARTISTIC DIRECTOR/ADMINISTRATOR  
Self-employed position held 27<sup>th</sup> July 2020 - 31<sup>st</sup> December 2021
- TAMATI RAPHAEL - SENIOR INSTRUCTOR  
Self-employed position held 27<sup>th</sup> July 2020 - 31<sup>st</sup> December 2021
- ALEX POULTER - RIGGER  
Self-employed position held 27<sup>th</sup> July 2020 - 31<sup>st</sup> December 2021

## **OBJECTIVES AND ACTIVITIES**

### **How the charity delivers public benefit**

Throughout 2021 the core activities and objectives of the Circus Project have been built around its charitable purpose and objects with due regard to public benefit in line with the Charity Commissions guidance on public benefit, including the guidance on public benefit and fee charging. The Circus Project relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the Circus Projects activities and courses for those on low income.

In 2021 The Circus Project has worked to achieve these objects using a number of focused objectives. Each of the eight objectives below have been written within an understanding of the charitable purpose of the Circus Project and their public benefit in line with Charity Commission guidance on public benefit.

In 2021 The Circus Project has worked to achieve these objects using a number of focused objectives:

- **TEACH PEOPLE:** Provide high quality circus arts classes and workshops suitable for all ages and all abilities
- **FOSTER YOUNG TALENT:** Nurture young talent and help young people who wish to pursue a career in the circus world
- **JOIN FORCES:** Encourage collaborations and cross-art partnerships
- **CHANGE LIVES:** Utilise the use of circus as a tool for helping people who are having a difficult time in their lives
- **DEVELOP CIRCUS:** Be instrumental and truly active in developing contemporary circus regionally and nationally
- **CREATE WORK:** Create work that inspires, delights the heart, and challenges the idea of what circus can be
- **HELP ARTISTIS:** Provide resources, advice, and practical support, showcasing opportunities and networking opportunities for professional and semi-professional artists
- **BE EXCELLENT:** Be a model of good practice and artistic excellence within the sector nationally

## **ACHIEVEMENTS AND PERFORMANCE IN 2021**

Trustee report on achievements and performance 2021:

- **Funding**

Public donations were collected during the Youth performances at The Brighton Dome in December 2021. Donations amounted to £1237.

The trustees and management team organized an online raffle to raise funds to support The Circus Project through the lockdown closure. This event was a successful way to bring our circus community together gathering donations, reaching out to friends and family and raising £517.50 to go towards recovery.

- **Trustee recruitment**

We successfully recruited two new board members Lucy Kenward in 2020 and John McDermott in 2021.

- **Health and Safety**

With the short window to return to classes the management team revised the structure of classes limiting class numbers and use of equipment. Implementing a Covid policy and risk assessment based on the latest government guidance on working safely during coronavirus for providers of grassroots sport and gym/leisure facilities. A policy that is revised on a regular basis and in response to updated guidance from the government.

- **Constitution of the Charity**

The Trustees received confirmation from the Charity Commission to change to a Charitable Incorporated Organisation in 2020. This has required stringent review and decision taking on constitutional issues. The new structure offers a more robust constitutional framework to take The Circus Project into the future, to realise our plans for growth and to help attract a wider range of Trustees who may currently be reluctant to join a charity where they would hold personal liability for any financial risk.

- **Youth performance**

In collaboration with The Brighton Dome and Circolombia, 20 youth circus students performed in a pre-show curtain raiser for Acelere, the Christmas show at Brighton Dome Concert Hall. 6 performers from Circolombia spent 4 days delivering workshops with our youth group to create 2 x 10min pieces. They taught the students new skills in acrobatics, juggling and partner balancing. This opportunity was opened up to all Brighton youth circus groups and managed by our Artistic Director. For the majority of the students this was their first experience working with a professional company and performing on stage to the public.

## **Financial Review**

The new CIO took over the reserves of the previous unincorporated charitable organization during the period, which amounted to £15,982 represented by £15,155 of unrestricted funds and £827 of restricted funds. The 17 month period ended 31<sup>st</sup> December 2021 recorded net payments over receipts of £6,099, represented by £6,122 of unrestricted payments over receipts and £23 was restricted receipts over payments. Total monetary assets (represented by the Lloyds Bank account) at 31 December 2021 stood at £9,884 of which £9,034 was unrestricted funds and £850 was restricted funds.

Total expenditure for the 17 month period ended 31<sup>st</sup> December 2021 amounted to £21,866.

## **Reserves Policy**

The Circus Project is committed to using its resources in pursuit of its charitable objectives. It is also committed however to maintaining a level of reserves that is prudent to meeting ongoing liabilities, sufficient to ensure that all delivery commitments can be met and to protect the long-term future of The Circus Project's operations.

The Circus Project seeks to balance these priorities by holding a level of unrestricted reserves which equates to about three months of running costs. As at 31 December 2021, unrestricted reserves stood at £9,034 which represents approximately 5 months of total costs at normal, pre-Covid 19 levels.

The Trustees acknowledge this is above the level set by current reserves policy and is therefore considered sufficient to cover current commitments for the following financial year. There has been a depletion of reserves during the period covered by the accounts, owing to the fall of income during lockdown whilst certain costs have had to be maintained, and the Board of Trustees is monitoring the level of reserves quarterly and will take appropriate action if reserves fall outside the desired range.

# Statement of Trustees Responsibilities

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the surplus or deficit for that period.

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent
- Comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements, and whether the financial statements have been prepared in accordance with the Charities SORP; and
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the charity will not continue in operation

The Trustees are responsible for:

- Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity; and
- Safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Approved by the board of Trustees on 9 August 2022 and signed on its behalf:



.....  
Peter Hedgethorpe

<b>General Fund</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2021</b>
<b>Income Receipts</b>			
Donations / Fundraising	533	250	783
Youth programme	10,120		10,120
Adult programme	4,831		4,831
Workshops	-		-
Merchandise sales	33		33
Private hire	-		-
<b>Total Receipts</b>	<b>15,517</b>	<b>250</b>	<b>15,767</b>
<b>Payments</b>			
<b>Direct costs:</b>			
Instructor & performer fees	871	-	871
Artistic director fees	4,468		4,468
Rigger fees & maintenance	50		50
Show production fees	-		-
Specialist equipment	97		97
Other materials and resources	59		59
Merchandise costs	(59)		(59)
Advertising & marketing	-		-
Rent	1,877	-	1,877
Fundraising costs	-		-
<b>Central administration costs:</b>			
Administrator	11,125	-	11,125
Insurance	1,090		1,090
IT Software and Consumables	96	-	96
Stationery, postage, office costs	-		-
Bank charges	(0)		(0)
Volunteer expenses			-
Accounts preparation and independent examination	801		801
Staff training	-		-
Staff travel	-		-
Telephone & internet	865		865
Subscriptions	235		235
Other expenses	65	227	292
<b>Total Payments</b>	<b>21,639</b>	<b>227</b>	<b>21,866</b>
<b>Net receipts (payments) for the year</b>	<b>(6,122)</b>	<b>23</b>	<b>(6,099)</b>
Transfer	-	-	-
<b>Net receipts (payments) for the year after transfers</b>	<b>(6,122)</b>	<b>23</b>	<b>(6,099)</b>
Balance of Funds at 27th July 2020	15,155	827	15,982
<b>Balance of Funds at 31st December 2021</b>	<b>9,034</b>	<b>850</b>	<b>9,884</b>

# Statement of Assets and Liabilities at 31 December 2021

<b>Assets</b>		<b>Note</b>	<b>2021</b>	
<b>Bank</b>				
Lloyds bank account			9,884	
Cash in hand			-	
			<b>9,884</b>	
<b>Non-Monetary Assets</b>				
Debtors			-	
<b>Total current assets</b>			<b>9,884</b>	
<b>Liabilities</b>				
Creditors: amounts falling due within one year			-	
<b>Net current assets</b>			<b>9,884</b>	
<b>Funds</b>				
General funds	1		9,034	
Restricted funds	1		850	
			<b>9,884</b>	
<b>Movement in Funds</b>				
	<b>Balance</b>			<b>Balance</b>
	<b>27/07/20</b>	<b>Receipts</b>	<b>Payments</b>	<b>31/12/21</b>
<b>Restricted Funds</b>				
Emma Insley 'Just be creative fund'	0	260	27	233
Circus Tots	827	-10	200	617
	827	250	227	850
<b>Unrestricted Funds</b>				
General Fund	15,155	15,517	21,639	9,034
	15,400	15,767	21,866	9,884

# Notes to the Financial Statements

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## The Circus Project For the year ended 31 December 2021

### 1. Statement of Accounting Policies

The Circus Project is a Charitable Incorporated Organisation. These Financial Statements are general purpose financial statements and have been prepared in accordance with generally accepted accounting practices.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

### 2. Changes in Accounting Policies

There have been no changes in Accounting Policies. All policies have been applied on bases consistent with those used in previous years.

### 3. Fund Accounting

The accounts distinguish between restricted and unrestricted funds. Restricted funds been raised by the charity for specific purposes or are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions and are available for use at the discretion of the Trustees for expenditure on its objects or appropriated to reserves for internally designated purposes.

#### **Purpose of restricted funding:**

##### **Circus Tots**

Income from fundraising for delivery of free 'classes to children aged 2-6 who either live in the Hangleton & Knoll area, or whose parents are living on a low income.

##### **Emma Insley 'Just be creative fund'**

Donation to support free placements for adults and children's online zoom classes during the pandemic. These classes started during lockdown to keep students engaged with movement and fitness and to prepare for their return to in-person classes. There is a balance of £233 to be carried forward and allocated to supporting the return of in-person classes and to the purchase of aerial equipment.

The financial statements included in this report, all of the figures and information were approved by the board of Trustees on 9 August 2022 and were signed on its behalf by:



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Peter Hedgethorpe