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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 Hedgethorne – 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

## **ACHIEVEMENTS 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. Mimbre 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.

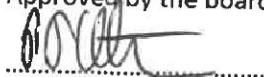
In preparing these financial statements, the Trustees are required to:

- 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 14/1/2023 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>

#### Non-Monetary Assets

#### Debtors

Total current assets		<u>18,856</u>	<u>9,884</u>
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#### 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		
Mats – estimated value	943	1,572
Merchandise – estimated value	0	0
	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:

  
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Peter Hedgethorpe