
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

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 31st 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 27th 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 31st 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 1st January 2023 – 31st December 2023
- TAMATI SAMSON – SENIOR INSTRUCTOR
Self-employed position held 1st January 2023 – 31st December 2023
- ALEXANDER POULTER – RIGGER
Self-employed position held 1st January 2023 – 31st 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 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 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
- **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 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 31st 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 31st 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 31st 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
Income Receipts				
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	-	-	-	-
Total Receipts	43,986	520	44,506	39,141
Payments				
<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 Expenses	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
Total Payments	41,394	1,265	42,659	30,170
Net receipts (payments) for the year	2,592	(745)	1,847	8,972
Transfer	-	-	-	-
Net receipts (payments) for the year after transfers	2,592	(745)	1,847	8,972
Balance of Funds at 1st January 2023	16,612	2,244	18,856	9,884
Balance of Funds at 31st December 2023	19,204	1,500	20,704	18,856

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
		20,704	18,856
<u>Non-Monetary Assets</u>			
Debtors		-	-
Total current assets		20,704	18,856
Liabilities			
Creditors: amounts falling due within one year		4,108	2,545
Community account		-	200
Net current assets		16,597	16,112
Funds			
General funds	1	19,204	16,612
Restricted funds	1	1,500	2,244
		20,704	18,856

1. Movement in Funds

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

Notes to the Financial Statements

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
	622	1,036

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