



BISHOP AUCKLAND THEATRE SOCIETY (CIO)
1197045

TRUSTEE'S REPORT
2023/24

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Bishop Auckland
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This document covers the period of:

19 July 2023

To

18 July 2024



Our Trustees (2023 – 2024)

Emma Westwood-Fulcher	Chair
Matthew Harper	Secretary & Vice Chair
Josh Railton	Treasurer
Brenna Finn	Publicity Manager
Sharon Cook	Charity & Fundraising Officer
Judith Taylor	Box Office Manager
Kayleigh Wood	Safeguarding Officer

All trustees have served for the whole reporting period.

The Aims & Objectives of Bishop Auckland Theatre Society

Our aim continues to be: For the public appreciation of the arts, in particular the art of community-based theatre by providing training in theatrical skills and staging a variety of theatrical works in and around Bishop Auckland.

Achieving Our Aims in 2023/24

In this reporting period, we continued to produce strong and well received performances:

- Little Shop Of Horrors, directed by Emma Westwood
- Rapunzel, written and directed by member, Graham Rispin
- Two murder mysteries, both were written and directed by member Charley Stamp

Through NODA we were lucky enough to be nominated for:

- Best Musical – 9 To 5: The Musical
- Best Actor – Adam May – Seymour in Little Shop Of Horrors.

A Note About Assets

In this reporting period, after a discussion with the Charity Commission on 19.05.25, the money we held before becoming a charity will be added as an asset. The amount added as an asset is, to the nearest pound: £12,202.



BISHOP AUCKLAND THEATRE SOCIETY

AGM 2024: FINANCIAL REPORT

FOR THE PERIOD OF 20TH JULY 2023 TO 19TH JULY 2024

Written By: Josh Railton, Treasurer | **Confirmed By:** Sharon Cook, Committee Appointed Auditor

For your information:

Our financial year is 20th July – 19th July which differs from our society year (AGM to AGM) as these are our reporting dates for the Charity Commission.

For the purpose of compiling the AGM report, reimbursements were stopped on 28.06.24.

The only known exception to this was our standing order for our storage unit that is withdrawn from our account on the first business day of July. This is £80.00.

There are 6 misplaced receipts totalling £199.84. However, one of the missing receipts was fully refunded by the seller, for £94.32.

The Headline:

On 20th July 2023, we had a balance of: **£19,801.69.**

On 1st July 2024, we had a balance of: **£20,104.43.**

In this financial period, we made a total profit of **£301.74.**

The Overall Production Breakdown:

Murder Mystery	November 2023	+£1078.36
Rapunzel	January 2024	+3,648.97
Murder Mystery	April 2024	+£572.59
Little Shop Of Horrors	May 2024	-£3,205.44*
Abigails Party	Cancelled	-£316.80

** Little Shop Of Horrors still has two known outstanding invoices that will be reimbursed in the next financial year – Mic Hire & MTI Royalties.*

The Overall Administration of the Society: **-£1,472.94**



PRODUCTION BREAKDOWN: MURDER MYSTERY (NOVEMBER 2023)	
Total Income	£1,103.88
Total Expenditure	-£25.52
Prizes	-£25.52
Total:	£1,078.36

PRODUCTION BREAKDOWN: RAPUNZEL	
Total Income	£7,304.32
Ticket Sales, Merch, Raffle, Programmes & Donations, and Programme Adverts	£6767.25
Refunded Items & Returned Deposits	£537.07
Total Expenditure	-£3,655.35
Costumes	-£814.90
Van Hire	-£787.43
Props & Scenery	-£682.18
Mic Hire	-£672.00
FOH: Programmes & Merch	-£582.24
Thank You Gifts	-£116.60
Total:	£3,648.97

Please note: that whilst Rapunzel made a nice profit, we were not charged for the use of the Town Hall on this occasion.

PRODUCTION BREAKDOWN: MURDER MYSTERY (APRIL 2024)	
Total Income	£592.59
Total Expenses	-£22.00
Prizes	-£22.00
Total:	£572.59



PRODUCTION BREAKDOWN: LITTLE SHOP OF HORRORS	
Total Income	£5,552.65
Ticket Sales, Merch, Raffle, Programmes & Donations	£5203.65
Refunded Items & Returned Deposits	£349.00
Online Ticket Raffle	£2.00
Total Expenditure	-£-8758.09
Venue Hire	-£4,716.00
Props & Scenery	-£1,250.78
Van Hire	-£766.70
Costumes	-£572.21
FOH: Programmes & Merch	-£512.21
Rights & Books	-£500.00
Technical	-£189.59
Social Fund (After Show Party)	-£151.38
Returned Script Deposits	-£50.00
Thank You Gifts	-£42.00
Online Publicity	-£7.22
Total:	-£3,205.44

Please note that there are still invoices known to be received for this production. These costs are expected to be in the region of £1350, making the total loss nearer to £4500.00.

PRODUCTION BREAKDOWN: ABIGAIL'S PARTY (CANCELLED)	
Total Income	£0.00
Total Expenses	-£316.80
Rights	-£316.80
Total:	-£316.80



ADMINISTRATION BREAKDOWN	
Total Income	£571.00
Membership Subs	£571.00
Total Expenses	-£2,043.94
Storage Unit	-£960.00
Sewing Machine	-£288.90
Insurance	-£267.08
Website Upkeep (for 2 – 3 years)	-£232.78
NODA Membership	-£199.00
Stationary	-£48.18
Storage Boxes	-£48.00
Total:	-£1,472.94