



BISHOP AUCKLAND THEATRE SOCIETY (CIO)
1197045

TRUSTEE'S REPORT
2024 - 2025

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Bishop Auckland
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This document covers the period of:

19 July 2024

to

20 July 2025

Our Trustees (2024 – 2025)

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
Jess Collom	Safeguarding Officer

All trustees have served for the whole reporting period and it should be noted that Emma Westwood-Fulcher and Jess Collom are related.

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 2024/25

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

- Curses, Foiled Again! directed by member, Josh Railton
- The Enormous Turnip, written and directed by member, Matthew Harper
- A murder mystery, written and directed by member, Charley Stamp

We were lucky enough to be nominated for and win:

- Best Costume – Curses, Foiled Again! at Sedgefield One Act Festival

A Note About Assets

We continue to hold £12,202 (recorded to the nearest £) that was accumulated before we became a charity. The Charity Commission are aware of this amount.



Treasurers Report 2024/2025

Report Written By: Josh Railton, Treasurer | Report Audited By: Sharon Cook, Society Auditor

This report is for the period of 29 July 2024 6 July 2025

Notes about this document.

- Receipt submissions were stopped on 2 June 2025, with no further outbound payments being made. The only exception to this is our standing order for our storage unit that is withdrawn from our account on the first business day of July.

2024/2025 Profit/Loss Overview




- On 29th July 2024, we had a starting balance of: £20,164.43.
- On 6th July 2025, we had a final balance of: £15,674.64
- **In this financial period, we made a total loss of £4489.79**

Below is a top level overview of the financial year. Full breakdowns are provided overleaf.

Abigail's Party (Cancelled)	Profit of	£286.80
Administration	Loss of	£1277.50
Alter Ego (Postponed)	Loss of	£487.00
Little Shop Of Horrors	Loss of	£5490.59*
Murder Mystery (April, Postponed)	Loss of	£59.29
Murder Mystery (November)	Profit of	£721.02
The Enormous Turnip	Profit of	£1816.77*

* The Treasurer notes that he is aware of possible outstanding invoices for these productions - it does not appear that Clearview Audio (Radio Mic Hire) has been paid. It may be the case that invoices have not been submitted or not passed to the Treasurer. **The estimated cost of these two outstanding invoices is £1344.00** and that amount should be earmarked for payment. **This will make our working capital for the beginning of the 2025/26 financial year £14,330.64.**

Josh Railton

ITEM #	 DATE	ITEM	FROM/TO	COST (£)	 PRODUCTION	 DEPARTMENT
30	10 Sep 2024	Abigail's Party Refund	Concord	£286.80	Abigail's Party	Licensing & Materials
				£286.80		

ITEM #	📅 DATE	ITEM	FROM/TO	COST (£)	🔍 PRODUCTION	🔍 DEPARTMENT
1	29 Jul 2024	NODA Awards	Emma Westwood	£15.00	Administration	Social Fund
2	30 Jul 2024	Subs	Brenna Finn	£20.00	Administration	Membership Subs
3	30 Jul 2024	NODA Awards	Ruth Stapleton	£15.00	Administration	Social Fund
4	30 Jul 2024	Subs	Michelle Longstaff	£20.00	Administration	Membership Subs
5	30 Jul 2024	NODA Awards	Brenna Finn	£15.00	Administration	Social Fund
6	30 Jul 2024	Subs	Judith Taylor	£20.00	Administration	Membership Subs
7	30 Jul 2024	Subs	Emma Westwood	£20.00	Administration	Membership Subs
8	30 Jul 2024	NODA Awards	NODA	-£240.00	Administration	Social Fund
11	1 Aug 2024	Storage	Auckland Storage	-£80.00	Administration	Storage
12	2 Aug 2024	Subs & NODA Awards	Matthew Harper	£50.00	Administration	Membership Subs Social Fund
13	5 Aug 2024	Subs	Nick Robson	£20.00	Administration	Membership Subs
14	5 Aug 2024	Subs	Fiona Thomas	£20.00	Administration	Membership Subs
15	5 Aug 2024	Subs	Grace Bonallie	£20.00	Administration	Membership Subs
16	6 Aug 2024	Subs	David Stothard	£20.00	Administration	Membership Subs
17	19 Aug 2024	Subs (x2)	Josh Railton	£40.00	Administration	Membership Subs
18	19 Aug 2024	Subs	Jodie Upton	£10.00	Administration	Membership Subs
19	20 Aug 2024	BATS Merch Setup Fees	Cre8ive	-£30.00	Administration	Misc.
20	22 Aug 2024	Subs	Graham Rispin	£20.00	Administration	Membership Subs
21	23 Aug 2024	Subs	Suzanne Robson	£20.00	Administration	Membership Subs
22	23 Aug 2024	Subs	Emily Scott	£20.00	Administration	Membership Subs
23	27 Aug 2024	Subs	Kayleigh Wood	£20.00	Administration	Membership Subs
24	27 Aug 2024	Subs	Adam May	£20.00	Administration	Membership Subs
25	27 Aug 2024	Subs	Danielle Beck	£20.00	Administration	Membership Subs

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26	27 Aug 2024	Subs	Emma Westwood	£20.00	Administration	Membership Subs
27	2 Sep 2024	Storage	Auckland Storage	-£80.00	Administration	Storage
29	5 Sep 2024	Subs	Matthew Pegden	£20.00	Administration	Membership Subs
32	16 Sep 2024	Flowers for J. Taylor	Brenna Finn	-£35.00	Administration	Misc.
34	16 Sep 2024	Laptop	Argos	-£269.00	Administration	Administration
37	1 Oct 2024	Storage	Auckland Storage	-£80.00	Administration	Storage
42	1 Nov 2024	Storage	Auckland Storage	-£80.00	Administration	Storage
47	2 Dec 2024	Storage	Auckland Storage	-£80.00	Administration	Storage
49	6 Dec 2024	Grant	BA Town Council	£200.00	Administration	Donations
53A	6 Dec 2024	Storage Boxes	Brenna Finn	-£30.00	Administration	Storage
57	2 Jan 2025	Storage	Auckland Storage	-£80.00	Administration	Storage
64	3 Feb 2025	Storage	Auckland Storage	-£80.00	Administration	Storage
65	4 Feb 2025	Subs	Amanda Stewart	£5.00	Administration	Membership Subs
66	3 Mar 2025	Storage	Auckland Stroage	-£80.00	Administration	Storage
70	1 Apr 2025	Storage	Auckland Stroage	-£80.00	Administration	Storage
72	7 Apr 2025	Public Liability Insurance	Lloyd & Whyte	-£268.50	Administration	Administration
74	28 Apr 2025	NODA Subscription	NODA	-£205.00	Administration	Administration
75	1 May 2025	Storage	Auckland Storage	-£80.00	Administration	Storage
77	2 Jun 2025	Storage	Auckland Storage	-£80.00	Administration	Storage
78	8 Jun 2025	Subs	Cash Members	£90.00	Administration	Membership Subs
79	1 Jul 2025	Storage	Auckland Storage	-£80.00	Administration	Storage
				-£1,277.50		




ITEM #	📅 DATE	ITEM	FROM/TO	COST (£)	🔍 PRODUCTION	🔍 DEPARTMENT
67	3 Mar 2025	Performance Rights	StageScripts	-£152.00	Alter Ego	Licensing & Materials
68	10 Mar 2025	Hall Hire	WAMCA	-£335.00	Alter Ego	Venue Hire
				-£487.00		

ITEM #	📅 DATE	ITEM	FROM/TO	COST (£)	🔍 PRODUCTION	🔍 DEPARTMENT
10	31 Jul 2024	Little Shop Props	IYFTS	£300.00	Little Shop	Props & Scenery
31	16 Sep 2024	Little Shop Royalties	MTI	-£1,862.54	Little Shop	Licensing & Materials
35	20 Sep 2024	Town Hall Venue Hire	DCC	-£3,861.79	Little Shop	Venue Hire
35A	20 Sep 2024	Town Hall LSOH Merch	DCC	-£66.26	Little Shop	Venue Hire
				-£5,490.59		

ITEM #	📅 DATE	ITEM	FROM/TO	COST (£)	🔍 PRODUCTION	🔍 DEPARTMENT
73	7 Apr 2025	Murder Mystery Packs	Doxzoo	-£59.29	Murder Mystery - April	FOH Supplies (inc. Programmes)
				-£59.29		

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41	30 Oct 2024	Murder Mystery Documents	Josh Railton	-£24.52	Murder Mystery - November	FOH Supplies (inc. Programmes)
43	8 Nov 2024	Float	Josh Railton	-£40.00	Murder Mystery - November	Misc.
44	11 Nov 2024	Card Payments	SumUp	£12.79	Murder Mystery - November	Production Income
45	11 Nov 2024	Murder Mystery Prizes	Boyes	-£16.95	Murder Mystery - November	FOH Supplies (inc. Programmes)
46	11 Nov 2024	Murder Mystery Prizes	ASDA	-£16.50	Murder Mystery - November	FOH Supplies (inc. Programmes)
48	6 Dec 2024	Murder Mystery Income	Coins	£46.20	Murder Mystery - November	Production Income
50	6 Dec 2024	Murder Mystery Income	Notes & Cheques	£760.00	Murder Mystery - November	Production Income
				£721.02		

ITEM #	📅 DATE	ITEM	FROM/TO	COST (£)	🔍 PRODUCTION	🔍 DEPARTMENT
9	30 Jul 2024	Yarn	Brenna Finn	-£24.92	The Enormous Turnip	FOH Supplies (inc. Programmes)
28	2 Sep 2024	Panto Merch	Brenna Finn	-£47.60	The Enormous Turnip	FOH Supplies (inc. Programmes)
33	16 Sep 2024	Flyers & Posters	Solopress	-£52.25	The Enormous Turnip	Publicity
36	30 Sep 2024	Flyers & Posters	Solopress	-£26.01	The Enormous Turnip	Publicity
38	28 Oct 2024	Backdrops	Thoroughly Theatre	-£249.60	The Enormous Turnip	Props & Scenery
39	30 Oct 2024	Costumes	Brenna Finn	-£7.25	The Enormous Turnip	Costume
40	30 Oct 2024	Costumes	Brenna Finn	-£27.78	The Enormous Turnip	Costume
51	6 Dec 2024	Scenery	Brenna Finn	-£23.91	The Enormous Turnip	Props & Scenery
52	6 Dec 2024	Scenery	Brenna Finn	-£83.43	The Enormous Turnip	Props & Scenery
53	6 Dec 2024	Costumes	Brenna Finn	-£33.00	The Enormous Turnip	Props & Scenery
54	30 Dec 2024	Programmes	Solopress	-£129.59	The Enormous Turnip	FOH Supplies (inc. Programmes)
55	30 Dec 2024	Panto Merch	eBay	-£31.46	The Enormous Turnip	FOH Supplies (inc. Programmes)
56	30 Dec 2024	Panto Merch	eBay	-£29.95	The Enormous Turnip	FOH Supplies (inc. Programmes)
58	8 Jan 2025	Batteries	Screwfix	-£47.97	The Enormous Turnip	Technical Equipment
59	13 Jan 2025	Card Payments	SumUp	£327.40	The Enormous Turnip	Production Income
60	13 Jan 2025	Batteries	Brenna Finn	-£6.00	The Enormous Turnip	Technical Equipment
61	17 Jan 2025	Various Production Items	Brenna Finn	-£82.52	The Enormous Turnip	Misc.
62	17 Jan 2025	Various Production Items	Brenna Finn	-£63.75	The Enormous Turnip	Misc.
63	17 Jan 2025	Various Production Items	Brenna Finn	-£82.01	The Enormous Turnip	Misc.
69	24 Mar 2025	DCC Ticket Revenue	DCC	£6,154.00	The Enormous Turnip	Ticket Income
71	7 Apr 2025	DCC Invoice	DCC	-£4,321.78	The Enormous Turnip	Venue Hire
76	28 May 2025	FOH Sales	FOH	£706.15	The Enormous Turnip	Production Income Donations

ITEM #	 DATE	ITEM	FROM/TO	COST (£)	 PRODUCTION	 DEPARTMENT
				£1,816.77		