

# Leamington and Warwick Musical Society

## Annual report for the year ended 31 May 2023

### Governance & administrative details

Leamington and Warwick Musical Society, also known as LWMS, is a Charitable Incorporated Organisation ("CIO"), registered with the Charity Commission for England and Wales with registration number 1200030 on 11 August 2022. It supersedes the unincorporated association ("Former UA") of the same name, which itself was renamed from Leamington and Warwick Operatic Society, originally founded in 1921.

The CIO has three Trustees responsible for its legal obligations in accordance with its Governing Document (the "Constitution") which is based on the Charity Commission's 'Association' Model Constitution. Day-to-day management is delegated to a Management Committee (the "Committee"), which operates in accordance with the CIO's bye-laws and policies, as agreed by the Trustees. The Chair of Trustees is also the Chair of the Committee, and all Trustees are members of the Committee. The Committee routinely meets monthly, while the Trustees meet as required. Trustees and Committee members are elected from the membership of the CIO at an Annual General Meeting, or co-opted as required, in accordance with the Constitution.

The Trustees are responsible for preparing this Annual Report and the financial statements in accordance with applicable law and regulations in England, and the Charities Statement of Recommended Practice (SORP FRS 102).

### Trustees

Dr Nicholas S Kaijaks, Chair of Trustees

Mrs Sarah R Phipps

Mr Samuel J Henshaw

### Registered address

9 Lime Avenue, Leamington Spa CV32 7DE

### Objectives

The Object of the CIO is to promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community in and around Royal Leamington Spa and Warwick.

The Trustees are satisfied that the work of LWMS in this period has enabled members to experience training and performance opportunities in the theatrical arts, and provided public benefit by enabling the local community to experience live theatrical art performances, in line with its Object. In working to meet this Object, the Trustees have taken the Charity Commission's public benefit guidance into account when making relevant decisions.

### Activities, achievements & performance

In the year to 31 May 2023, LWMS produced the musical *Our House* in a six-performance run at the Royal Spa Centre, Leamington Spa. A cast of 32 was assembled through open audition in the locality, of whom 10 were members new to LWMS. The cast received voice, dance and acting training and support during rehearsals from September 2022, and performed to a audience of 2,637 people from 14–18 March 2023, providing public benefit to the local area.

The audience reaction was overwhelmingly positive, with both complimentary messages and positive press reviews received afterwards.

In the context of what is widely described as a cost of living crisis, the Committee sought to provide further public benefit by maintaining comparable ticket prices in spite of increased costs, and by introducing a much discounted rate for children. Although some production costs are substantially increased (compared to those of recent productions by the Former UA), the CIO has generated a surplus over the period, due to the benefits of charitable status, and the prudence of the Committee.

The Committee has recently secured the theatrical rights to perform *9 to 5 the Musical*, with auditions planned for September 2023. Interest from potential performers has been excellent, and LWMS looks forward to staging this for the public in March 2024 at the Royal Spa Centre.

### **Financial review**

This report covers the first period of operation for the CIO from its foundation on 11 August 2022 to 31 May 2023. This reporting date is chosen to align with the CIO's Annual General Meeting, scheduled for July each year. Therefore this reporting period is less than 12 months. In the Statement of Financial Activities (the "SoFA"), and balance sheet, figures are given for the previous reporting period of the Former UA, to help give a true and fair view of the financial position of the CIO in comparison.

On foundation in August 2022, the assets of the Former UA were transferred to the CIO as a donation. These assets consisted solely of cash at bank, of £54,196. This is recorded in the SoFA as the Founding Donation. Other income for the year consisted of charitable activities (primarily ticket and programme sales) and a comparatively small volume of donations through membership fees and fundraising. The Trustees anticipate that the principal source of funds will continue to be the CIO's charitable activities.

The Trustees aim to maintain free reserves in unrestricted funds at a level that provides sufficient funds to cover operational costs and that will allow the CIO to respond to any emergency funding requirements which may arise from time to time. Current reserves are £56,186, as recorded in the SoFA.

The CIO currently has no fixed assets, stocks, or investments, and no pension assets or liabilities. No remuneration was paid to the Trustees or members of the Committee during the current or previous year. The CIO has no employees. No expenses were paid to any Trustee by the CIO. No funds are held as custodian trustee on behalf of others, and all funds are considered to be unrestricted. All income is paid into such bank or building society accounts in the name of the CIO as the Committee directs.

The principal risk faced by the CIO is that ticket sales for productions do not provide enough income to cover expenditure. This is mitigated by prudent management of promotion, pricing, and costs. There are related risks in availability of theatrical rights for works which align appropriately with the CIO's Object, are appropriate for the profile of its membership, and are likely to be financially viable to produce in the locality. This is mitigated by care in show selection. There is a risk of changes in the membership, its skill and experience profile, and the availability of appropriately skilled people to engage in production. These are mitigated by promotion and continued engagement with the membership and local community. A final risk is the potential unavailability or financial non-viability of our normal rehearsal or performance venues. This is mitigated by seeking to secure facilities as early as

possible. The Trustees consider that none of these risks cast significant doubt on the CIO's ability to continue as a going concern.

Signed on behalf of the Trustees

A handwritten signature in black ink, appearing to read 'N.S. Kaijaks', with a stylized flourish at the end.

Dr Nicholas Kaijaks  
Chair of Trustees

30 April 2024

# **Leamington and Warwick Musical Society**

## **Independent examiner's report to the Trustees**

### **Period ended 31 May 2023**

I report to the Trustees on my examination of the financial statements of Leamington and Warwick Musical Society (the "CIO") for the year ended 31 May 2023.

### **Responsibilities and basis of report**

The CIO's Trustees are responsible for the preparation of the financial statements. The CIO's Trustees consider that an audit is not required for the year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

The CIO's gross income exceeded £25,000 but was less than £250,000 and I am qualified to undertake the examination by being a Fellow of the Institute of Chartered Accountants in England and Wales (ICAEW).

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the financial statements do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Ioanna Savvidou Montana  
ICAEW Membership # 1351552  
23 The Greswoldes, Radford Semele, CV31 1TP

**Leamington and Warwick Musical Society**  
**Statement of Financial Activities, period ended 31 May 2023**

	Current year 2022–23 Unrestricted funds £	Former unincorporated association* 2021–22 Funds £	Note
<b>Income</b>			
Founding Donation	54,196	n/a	1
Other donations	3,248	n/a	2
Charitable activities	47,251	n/a	3
Total income	104,695	58,758	
<b>Expenditure</b>			
Charitable activities	48,509	n/a	4
Total expenditure	48,509	56,049	
Net income/(expenditure)	56,186		
Net income less extraordinary Founding Donation	1,990	2,709	5
<b>Reconciliation of funds</b>			
Total funds brought forward	0	51,487	
Total funds carried forward	56,186	54,196	

\* As this is the first year of operation for the CIO, figures are given for the final year of operation of the former unincorporated association, purely for comparison

**Leamington and Warwick Musical Society**  
**Balance sheet, as at 31 May 2023**

	<b>Current year</b>	<b>Former unincorporated association*</b>
	<b>2022-23</b>	<b>2021-22</b>
	<b>£</b>	<b>£</b>
<b>Fixed assets</b>		
Total fixed assets	0	0
<b>Current assets</b>		
Cash	56,186	54,196
Total current assets	56,186	54,196
<b>Liabilities</b>		
Total liabilities	0	0
Total net assets/(liabilities)	56,186	54,196
<b>Funds</b>		
Unrestricted funds	56,186	54,196
Total funds	56,186	54,196

\* As this is the first year of operation for the CIO, figures are given for the final year of operation of the former unincorporated association, purely for comparison

**Leamington and Warwick Musical Society**
**Notes to the Statement of Financial Activities, period ended 31 May 2023**

	Current year 2022–23 £	Note
<b>Donation income</b>		
Founding Donation (extraordinary item)	54,196	1
Membership	2,020	
Fundraising	1,228	
Total membership and fundraising	3,248	2
Total donation income	57,444	
<b>Charitable activities income</b>		
Theatre receipts	46,029	
Programme sales	682	
Programme advertisements	440	
Centenary book sale receipts	100	
Total charitable activities income	47,251	3
Total income	104,695	
<b>Expenditure for production activities</b>		
Costume Hire	2,446	
Orchestra	3,362	
Performing Rights	5,519	
Spa Centre Ticket Sale Commission & Credit Card Fees	3,765	
Stage Expenses	1,303	
Honoraria	4,900	
Publicity	1,507	
Scenery	6,178	
Spa Centre Hire	13,221	
Show Deposits	500	
Audition / Rehearsal Expenses	2,420	
Cost of Programmes	720	
Scores & Librettos	1,162	
Stationary, Postage etc.	72	
Total expenditure for production activities	47,075	
<b>Expenditure for administrative activities</b>		
NODA subscription	230	
Insurance	1,184	
AGM	20	
Total expenditure for administrative activities	1,434	
Total expenditure for all charitable activities	48,509	4

The Founding Donation is noted as an extraordinary item in the SoFA (a transaction that falls outside the CIO's ordinary activities, is abnormal in nature, and is not expected to recur). It is therefore appropriate to record the net income less that donation as a reflection of 'ordinary' income.

5