

SIDE BY SIDE THEATRE GROUP

Charity Number: 1204410

Financial year end: 31 December 2024

Ref: AR24-CIO-REM-7a-1204410-A

Contents

Financial Period

Objectives

Activities

Achievements towards the Objectives

Income and Expenditure

Income

Expenditure

Balance Sheet

Employees and volunteers

Governance

Safeguarding

Management and Trustees

Declaration

Financial Period

This report covers Side by Side Theatre's first year of operation as a Charitable Incorporated Organisation, the financial period from 1st January 2024 to 31st December 2024

Objectives

The stated objects of the Charity are:

For the education, training and rehabilitation of persons with learning or physical disabilities or those with neurodivergent features in the Coventry and Warwickshire area through the use of the arts in all forms and in particular through the use of music, dance and drama.

Activities

During 2024, we developed and delivered weekly workshops in the facilities at Woodloes Primary School of 2-2.5 hours duration. These workshops develop the skills and encourage the participation and artistic ideas of all our members, using dance, mime, music, drama, puppetry and more to prepare for our performances as detailed below.

We took part in four promotional activities.

Criterion Theatre, Coventry (7th May) where we delivered a short performance of "Alice in Wonderland" from our 2023 show, "PubQuiz".

Art in the Park, Leamington Spa (3rd and 4th August) where we had a stall and delivered a performance of "Alice in Wonderland", collected contact details for those expressing interest in the charity and raised £114.60.

Warwick Pursuit Festival (22nd and 23rd June) where we had a stall and delivered a performance of "Alice in Wonderland" and collected contact details for those expressing interest in the charity.

Annual Show at Royal Spa Centre (14th November), where we delivered two one-hour performances of "Masks Off" to an audience of 500, including 14 dignitaries from local Town, Borough and County Councils.

"Fantastic performance this afternoon at the Royal spa Centre of Side by Side Theatre's production, "Masks Off". Inspirational stuff. Hats off to all the volunteers who make this possible!" WDC Chairman

Further we conducted 6 committee meetings and 3 Trustee meetings. At the end of the year, a Xmas disco was held in the rehearsal venue on 10th December and a group of 12 members were accompanied by carers and supporters to the Warwick Castle Lights Show on 17th December.

Achievements towards the objectives

Individual supporters' contributions beyond the norm

During this year we have embraced participation in festivals. A relatively new venture which increased the amount of time spent by volunteers in preparation for performances, rehearsals and setting up and manning the stands. Volunteers were also involved in making and

transporting props and costumes, and in supporting and safeguarding members whilst at these different locations as well as the usual workshops.

Individual examples of education, training and rehabilitation of members

Our weekly workshops encourage member participation in the development of our performances and trying out new skills. This involvement can challenge members who may be reluctant to take part and to try new things. Encouragement and celebrating success on their achievements is intrinsic in our work. This helps to increase members confidence and the willingness to try out new things – in life not just at Side by Side.

Having a goal and being part of our inclusive theatre is a life experience and the opportunity to demonstrate their achievements to their family and friends is a vital part of this.

Indeed, two of our members were encouraged to audition for and were cast in the Leamington and Warwick Musical Societies' production of Dolly Parton's "9 to 5" at the Royal Spa Centre in March 2024.

Examples of *public* benefit

Side by Side Theatre challenges public perceptions and expectations of the abilities of people with disabilities or those with neurodivergent features. It breaks down barriers and encourages others to embrace differences. Bringing our presence and performances to festivals as well as our regular annual performances has meant that we have reached out to a wider cross section of the public.

Income and Expenditure

The Charity finished the year with a deficit of £1,904.43. The main net loss (-£3,300) for the year arose from our two excellent performances at the Royal Spa Centre, where we achieved 62% attendance. To rectify this situation next year, our marketing effort will be focussed on selling the tickets for both performances in November 2025.

Income £16,936.53

The Charity's income in 2024 took four forms, Donations, Subscriptions, Interest and Sales.

In all, during the year the charity income of which 22% was donations, 40% was subscriptions paid by our members, 4% was bank interest while 33% was from sales.

Donations £3788.35

These came from four sources

- cash collections at festivals and performances
- corporate sponsors such as ThreeUK who nominated our charity for their fund raising events in 2024
- individuals (parents or carers of the membership)
- Other charities nominating our charity as a worthy benefactor of their funds.

Subscriptions £6700

Our members each pay a contribution to attend our weekly workshops.

Interest £748.14

Since opening the 35 Day liquidity account at RBS, we have been earning **Interest** on our capital reserves.

Sales £5599.35

These are made through ticket sales at performances and at festivals. DVDs, raffle tickets and Side by Side branded merchandise can also be purchased.

Expenditure £18,840.96

There are four cost centres for expenditure, the weekly workshops (16%), the delivery of the annual show (42%), the cost of 2 specialist contractors (31%) and administration (11%) (including insurance, IT and marketing)

Weekly Workshops £3017.22

We pay a rental to the school who provide the venue to deliver the workshops, where we also rehearse for our ad hoc performances and annual show. We also provide coffee and biscuits at the workshops for our members.

Delivery of the Annual show £8004.29

The Royal Spa Centre charge us to use the Centre for our annual show, we purchase costumes & props, print flyers, photographs, programmes and posters as well as provide catering for the cast and hire a professional to provide video support.

Contractors £5800

This includes the Musical Director and the Artistic Director, whose services are used throughout the year.

Administration £2019.45

This covers IT costs, website hosting and development, email, JustGiving Subscription, mobile phone costs, marketing (flyers) and insurance.

Balance Sheet

At the end of the year, the assets stood at £35,329.72 comprising £30,169.57 cash in bank accounts and £627.16 merchandise stock and £430 adjustment i.e. funds spent already for the following year's activities (e.g. insurance).

Employees and volunteers

72 people make up the charity; we have 2 paid **contractors**, 38 **members** and 32 **volunteers**

Contractors: Musical Director and Artistic Director

Members: 38 members attend and pay a subscription towards the weekly workshops; we had 5 new members join this year.

Volunteers: these comprise 27 performing supporters, 2 additional committee members and 3 additional trustees.

Governance and Safeguarding

We are governed by our constitution and the following policies which are published both in the members' area of our website and on our shared pages on the internet (SharePoint). These policies are updated annually and specifically address:

Vulnerable Adults

Code of Conduct

Equal Opportunities

Fire Risk Assessment

Equality and Diversity

Discipline and grievance

Recruitment processes

Child Protection

Safeguarding Incidents

There have been no reported incidents of safeguarding incidents among our membership; consequently, none have been reported to the Charities Commission.

Management and Trustees

Six members of the **committee** of the original Deed Trust of Side by Side Theatre stayed on to manage the CIO from 1st Jan 2024. Sian Hampton joined us at the beginning of the year and Erika Lilley took over the marketing role in September when James Harris resigned. The **committee at the beginning of 2024** comprised seven individuals:

Penny Amis (Chair)

Robin Godfrey (Treasurer)

Sian Hampton (Artistic Director)

Katie Kavanagh (Secretary)

Rachel Cooper (Membership)

Cally Northover (Supporters' Representative)

James Harris (Marketing)

Three of the **trustees** of the original Side by Side Deed Trust were appointed to the CIO together with Sean Noone. The trustees at the beginning of 2024 were:

Samantha Harris

Penny Amis

Rod Wilkinson and

Sean Noone (appointed by Trustees' meeting 17th Jan 2024).

Declaration

The Trustees have declared that they approve the trustees' report above.

Signed on behalf of Side by Side Theatre Group's trustees



Robin Godfrey

Treasurer

Side by Side Theatre Group

Charity Reg No 1204410

SIDE BY SIDE THEATRE				Reg Charity No 1204410			
Bank Balances at 31/12/23							
	RBS			£ 35,211.55			
	NATWEST			1294.99			
Petty Cash				16.72			
Merchandise				819.92	subtotal	£ 37,343.18	
plus insurance paid in advance for 2024			849				
less cost of Spa Centre (est £496.99) paid in 2024			-496.99				
plus receipts for light show received in 2024			33				
less payment to Peter Weston in 2024			-100				
less DVD production paid in 2024			-148.82				
less banners paid for in 2024			-165.48				
less programmes paid for in 2024			-117.99				
plus giftaid received in 2024			38.25				
TOTAL Adjustments				-£ 109.03			
TOTAL ASSETS						£ 37,234.15	
plus surplus/deficit				-£ 1,904.43		-£ 1,904.43	
Predicted asset						£ 35,329.72	
Bank Balances at 31/12/24							
	RBS	10177039	DEED	£ 2,052.47			
	RBS	11029041	CIO	£ 1,289.65			
	NATWEST	65166841	DEED	£ 50.00			
	NATWEST	65235177	CIO	£ 710.85			
	RBS	11029912	CIO 35 day	£ 30,169.57			
Plus value of merchandise as at 31/12/24 (inc Tshirts)				£ 627.16		£ 34,899.70	
Adjustments							
plus 11 months insurance paid for 2025				818.71			
less spa centre costs paid in 2025				-437.51			
plus receipts for light show received in 2025				22			
plus receipts for DVD sale received in 2025				336			
less cost of producing DVDs paid in 2025				-249.18			
less subs received for 2025				-60			
TOTAL ADJUSTMENTS				430.02		£ 430.02	
TOTAL ASSETS						£ 35,329.72	

Notes

1. Assets at end of year stand at £35,329.72
2. SBS completed the year with a deficit of £1,904.43.
3. The November show posted a deficit of £3,329.32.
4. Misc expenses £80 for LWMS, £218 Warwick Light show, £130 for disco, £51 for hamper and flowers (Alice in Wonderland prop), £50 for ink cartridges
5. Misc show expenses £23 for raffle tickets.

SIDE BY SIDE THEATRE			
INCOME AND EXPENDITURE ACCOUNTS			
			Whole year 2024
INCOME			
Members Subs to end Dec		£	6,700.00
Donations (see panel)		£	3,788.35
Sponsorship		£	-
Bank Interest		£	748.14
Merchandise (Profit on Sales)		£	48.25
Misc (RBS compensation)		£	100.00
Show Income (DVD sales)		£	472.00
Spa Centre Income (ticket sales)		£	4,643.69
Show Programme			
Raffle		£	436.10
TOTAL INCOME		£	16,936.53
EXPENDITURE			
NON SHOW			
Rehearsal Venue (to end Dec)		£	2,530.00
Rehearsal Refreshments		£	487.22
Artistic Directors Fees (12 months)		£	4,200.00
Display / Equipment/marketing		£	62.04
Internet / Website/mobile/email		£	497.36
Insurance to end Dec		£	849.00
Rehearsal Photos			
Misc (note 4)		£	611.05
TOTAL NON SHOW		£	9,236.67
SHOW (Criterion, Art in Park, Pursuits Festival)			
Spa Centre Costs		£	5,081.20
Props/ Costumes		£	698.57
Musicians		£	1,638.00
Musician Equipment			
Music for Show			
Film / Photographs		£	772.94
Programme / Fliers / Posters		£	431.63
Catering		£	958.50
Misc (note 5)		£	23.45
Postage			
TOTAL SHOW		£	9,604.29
TOTAL EXPENDITURE		£	18,840.96
INCOME LESS EXPENDITURE		-£	1,904.43

DONATIONS 2024

£3788.35

ACT £189.65
 Yvonne Hunter £123.75 (JG)
 Kathryn Hall* £24.75 (JG)
 GA Guilford £100
 (Jacqui Chaytor)
 Montana Griffiths £150 (JG)
 Pursuits donations £4.63
 AITP donations £114.60
 EasyFunding £26.07
 Warwick Lions £500.00
 Friends of Gordon £400.00
 Doreen Jenkinson £450
 John Kennedy £24.75
 Three UK £1,000
 Dave Willets £100
 Show collection £355.40
 Ed Peile £24.75 (JG)
 Jessica £200