

# **The Middlesbrough Little Theatre Limited**

## **Legal and Administrative Information**

### **Directors and Trustees**

Chairman	Mr R Burton (resigned April 2021)
Hon.Secretary	Mrs C M Henderson
Hon.Treasurer	Mrs G.Metcalf (resigned April 2021)
Elected members	Mrs M L Anderson, Mr M J Crooks, Mr J. A Harrison, Mr N.J.S.Holford, Mrs C A Lee, Mrs C J McEwan, Mrs C W Narey, Mrs G.Sigsworth-Goulding, Mr R Tunnicliffe,

**Company Number** 572515

**Charity Number** 222426

**Registered Office  
and Principal  
Place of Business** Toft House  
The Avenue  
Middlesbrough  
TS5 6SA

**Bankers** HSBC Bank plc  
60 Albert Road  
Middlesbrough  
TS1 1RS

**Independent Examiners** Jones Harper  
Chartered Accountants  
25 Roseberry Road  
Billingham  
TS23 2SD

## **The Middlesbrough Little Theatre Limited**

### **Report of the trustees for the year ending 30th June 2021**

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their Annual Report and the Financial Statements for the year ended 30th June 2021.

### **Objects of the Charity, Principal Activities and Organisation of Our Work**

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association.

The charity's object and its principal activity continues to be that of promoting, maintaining, improving and advancing education partially by producing educational plays and encouragement of the art of drama, mime, dancing, singing and music. The charity is organised so that the trustees, known as the Executive Committee, meet regularly to manage its affairs.

The trustees have paid due regard to guidance on public benefit issued by the Charity Commission in deciding what activities the charity should undertake.

### **Structure, Governance and Management**

The organisation is a charitable company limited by guarantee, incorporated on 5th October 1956 and registered as a charity on 24th September 1963. The company was established under a Memorandum of Association, which established the objects and powers of the Charitable Company and is governed under its Articles of Association. In the event of its being wound up, members are required to contribute an amount not exceeding thirteen pence.

The directors of the company are also charity trustees for the purpose of charity law and under the company's articles who are known as the Executive Committee and are elected for a period of one or three years at the Annual General Meeting.

### **Developments, Activities and Achievements**

Sadly, because of the COVID-19 crisis, we were not able to perform any plays during the year, Plays that would comply with the restrictions, having a cast of one or two persons only, were chosen for autumn 2020 – Alan Bennett's *Talking Heads*, *Love Letters* by A.R.Gurney and *Twinkle* by Philip Meeks. Unfortunately, as cases of the virus were rising in our area, the local authority closed the theatre. The plays were postponed until autumn 2021.

The youth section of the company, Middlesbrough Youth Theatre, has continued throughout the pandemic rehearsing their next productions *Cats* and *Bugsy Malone* always following the COVID restriction guidelines. The musicals were to be performed in November 2020, but were postponed until summer 2021 and then further postponed until 2022.

### **Future Developments**

The performing licence for *Love Letters* was withdrawn by the agent. It was decided to perform *Bouncers* by John Godber instead in July 2021. *Talking Heads* and *Twinkle* are to be performed in October and November 2021.

The Youth Theatre will perform a review in November 2021 entitled *Crescendo*.

## **Investments policy and returns**

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the trustees see fit. The trustees have considered the most appropriate policy for investing funds is in building society and bank accounts. The trustees consider the return on investment to be extremely low in the current financial situation.

## **Reserves**

The present level of funding is adequate to support the continuation of the productions in the theatre. It is the policy of the charity to maintain unrestricted funds at a level which equates to over twelve months expenditure, providing sufficient funds to cover management and administration. The company has maintained this level of reserves throughout the pandemic, in spite of the lack of income from productions.

## **Directors and Trustees**

All trustees are also directors of the company and there are no other directors.

## **Risk management**

The trustees actively review the major risks which the company faces on a regular basis and believe that maintaining reserves at current level, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational business risks faced by the Charity and confirm that they have established systems to mitigate the significant risks.

## **Statement of Trustees responsibilities**

Company law requires the Trustees prepare financial statements for each financial year which give a true and fair view of the state of the financial activities of the Charity and its financial position at the end of that year. In preparing those financial statements, the Trustees are required to:-

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether the policies adopted are in accordance with the Companies act 2006 and with applicable accounting standards and statements of recommended practice subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Approval**

This report was approved by the board of directors and trustees on 6th October 2021 and signed on its behalf.

  
Christine Henderson  
Company Secretary

**Independent Accountant's Report to the Executive Committee of The  
Middlesbrough Little Theatre Limited**

In order to assist you to fulfil your duties under the Companies Act 2006, I have compiled the financial statements of the charitable company from the accounting records and information and explanations you have given.

This report is made to the Charity's Executive Committee, as a body, in accordance with the terms of my engagement.

My work has been undertaken so that I might compile the financial statements I have been engaged to compile, report to the Charity's Executive Committee that I have done so, and state those matters I have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Executive Committee, as a body, for my work or for this report.

You have acknowledged your duty to ensure that the charity has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the charity is exempt from the statutory requirement for an audit for the year ended 30th June 2021.

Stephen Jones ACA  
Jones Harper Accountants  
25 Roseberry Road  
Billingham  
TS23 2SD

November 2021

**Middlesbrough Little Theatre Limited**  
**Statement of financial activities(incorporation an Income & Expenditure Account)**  
**for the year ended 30th June 2021**

**INCOMING RESOURCES**

**Incoming resources from generated funds**

		Restricted	Unrestricted	2021	2020
	Note	£	£	£	£
<b><i>Voluntary income:</i></b>					
Members' subscriptions	2		26,962	26,962	24,379
Donations	3	4,691	0	4,691	0
<b><i>Activities generating funds</i></b>					
Fundraising	4		3,398	3,398	2,866
<b><i>Investment income</i></b>					
Bank interest received			8	8	165

Total		4,691	30,368	35,059	27,410
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**Incoming resources from charitable activities**

		Restricted	Unrestricted	2021	2020
	Note	£	£	£	£
<b><i>Production income</i></b>					
Adult Theatre			0	0	1,927
Youth Theatre			0	0	19,100
Other income	5		0	0	1,480

Total		0	0	0	22,507
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<b>TOTAL INCOMING RESOURCES</b>		4,691	30,368	35,059	49,917
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**Middlesbrough Little Theatre Limited**  
**Statement of financial activities (incorporation an Income &Expenditure Account)**  
**for the year ended 30th June 2021**

**RESOURCES EXPENDED**

		<b>Restricted</b>	<b>Unrestricted</b>	<b>2021</b>	<b>2020</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><i>Charitable activities:</i></b>					
Cost of productions:-					
Adult Theatre			1,778	1,778	1,945
Youth Theatre			8,742	8,742	24,647
Theatre running costs	6		18,734	18,734	26,405
<b><i>Governance costs</i></b>					
Management and administration	7		2,018	2,018	2,344
<b>TOTAL RESOURCES EXPENDED</b>		<b>0</b>	<b>31,272</b>	<b>31,272</b>	<b>55,341</b>
<b>RESOURCES RECEIVED LESS EXPENDED</b>	8	4,691	-904	3,787	-5,424
<b>FUNDS BROUGHT FORWARD</b>		8,026	165,978	174,004	179,428
<b>FUNDS CARRIED FORWARD</b>		<b>12,717</b>	<b>165,074</b>	<b>177,791</b>	<b>174,004</b>

**Middlesbrough Little Theatre Limited**  
**Balance Sheet as at 30th June 2021**

		<b>2021</b>		<b>2020</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>					
Tangible fixed assets	9		2,203		2,693
<b>CURRENT ASSETS</b>					
Debtors and prepayments	10	32,337		9,341	
Cash at bank and in hand		145,408		163,749	
		177,745		173,090	
<b>CURRENT LIABILITIES</b>					
Creditors falling due within one year	11	2,157		1,779	
<b>NET CURRENT ASSETS</b>			175,588		171,311
<b>TOTAL NET ASSETS/LIABILITIES</b>			177,791		174,004
Represented by:-					
Funds of the charity					
Restricted funds	13		12,717		8,026
Unrestricted funds	13		165,074		165,978
			177,791		174,004

## 2 MEMBERS' SUBSCRIPTIONS

	2021 £	2020 £
MLT	3,868	3,322
Youth Theatre	23,094	21,057
	<u>26,962</u>	<u>24,379</u>

## 3 DONATIONS

Lew Oliver	4,691	
General donations	<u>0</u>	<u>0</u>

## 4 FUNDRAISING INCOME

Coffee mornings	0	285
MYT fundraising	3,398	2,581
	<u>3,398</u>	<u>2,866</u>

## 5 OTHER INCOME

Programme advertising	0	935
Others	0	545
	<u>0</u>	<u>1,480</u>

## 6 COMPANY RUNNING COSTS

Rent	625	625
Rates and council tax	712	1,047
Staff costs	13,203	13,205
Heating & lighting	909	1,746
Insurance	988	1,218
Postage printing stationery & advertising	1,433	1,741
General repairs	0	5,408
Sundries	371	939
Depreciation	493	476
	<u>18,734</u>	<u>26,405</u>

## 7 MANAGEMENT & ADMIN.

Restricted spend		400
Accountancy & bookkeeping	<u>2,018</u>	<u>1,944</u>



8	NET MOVEMENT IN FUNDS		2021 £	2020 £
	This is stated after charging			
	Depreciation		493	476
	Accountancy		2,018	1,944
9	TANGIBLE FIXED ASSETS			
		Leasehold improvements	Fixtures & equipment	Total
	<b>Cost</b>			
	As at 1st July 2020	17,421	17,203	34,624
	Additions	-	-	0
	As at 30th June 2021	17,421	17,203	34,624
	<b>Depreciation</b>			
	As at 1st July 2020	15,613	16,315	31,928
	Charge for year	271	222	493
	As at 30th June 2021	15,884	16,537	32,421
	<b>Net book value</b>	1,537	666	2,203
10	DEBTORS		2021 £	2020 £
	Prepayments		354	0
	<i>Due after one year:-</i>			
	Loan to Theatre Club		31,983	9,341
			32,337	9,341
11	CREDITORS FALLING DUE WITHIN ONE YEAR			
	Accruals and creditors		2,157	1,779
			2,157	1,779

12 ANALYSIS OF ASSETS

	Restricted, Lew Oliver Fund	Restricted, Building Fund	Unrestricted	Total
	£	£	£	£
Tangible fixed assets			2,203	2,203
Net other assets	4,762	7,955	162,871	175,588
	<u>4,762</u>	<u>7,955</u>	<u>165,074</u>	<u>177,791</u>

13 STATEMENT OF FUNDS

	As at 1st July 2020	Income	Spend	As at 30th June 2021
Unrestricted funds	<u>165,978</u>	<u>30,368</u>	<u>31,272</u>	<u>165,074</u>
Restricted funds:				
Lew Oliver fund	71	4,691		4,762
Building fund	<u>7,955</u>	<u>-</u>	<u>-</u>	<u>7,955</u>
	<u>8,026</u>	<u>4,691</u>	<u>0</u>	<u>12,717</u>
<b>TOTAL FUNDS</b>	<u>174,004</u>	<u>35,059</u>	<u>31,272</u>	<u>177,791</u>

**Independent Accountant's Report to the Executive Committee of The  
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Building fund	<u>7,955</u>	<u>-</u>	<u>-</u>	<u>7,955</u>
	<u>8,026</u>	<u>4,691</u>	<u>0</u>	<u>12,717</u>
<b>TOTAL FUNDS</b>	<u>174,004</u>	<u>35,059</u>	<u>31,272</u>	<u>177,791</u>