

Charity number: 227035

TONBRIDGE THEATRE AND ARTS CLUB

**MANAGEMENT COMMITTEE REPORT
AND UNAUDITED FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 JULY 2024

TONBRIDGE THEATRE AND ARTS CLUB

CONTENTS

	Page
Reference and administrative information	1
Report of the Management Committee	2
Report of the Independent Examiner	11
Statement of financial activities	12
Balance sheet	13
Notes to the financial statements	14

TONBRIDGE THEATRE AND ARTS CLUB

REFERENCE AND ADMINISTRATIVE FOR THE YEAR ENDED 31 JULY 2024

Management Committee / Trustees: Mr Phil Porter, Chairman/House Manager (Elected 2018)
Mrs Valerie Galbraith, Vice Chairperson/Website (Resigned 26/11/2023)
Mrs Caroline Candler, Hon Secretary (Elected 2021)
Mrs Sandra Barfield, Chairman of Drama Committee (Elected 2019)
Mrs Maggie Hoiles, Public Relations (Elected 2019)
Mr Nick Blessley, Hon Treasurer (Elected 2018)
Mr Paul Simons, Membership Secretary (Elected 2020)
Mrs Sara Lacey (Resigned 26/11/2023)
Mr Ian Tucker-Bell (Elected 2021)
Mrs Kate Robbins (Elected 2021)

Ex Officio:

Mr Jason Lower, Youth Theatre Director (Appointed 2018)
Mrs Jo Pierce, Wardrobe Representative (Appointed 2018)
Mr John Hall, Chairman of the Art Group (Appointed 2021)

Co-Opted:

Mrs Elizabeth Portlock (Co-opted 10/01/2024)
Mr Robert Maddison (Co-opted 10/01/2024)
Mrs Amanda Hulston (Co-opted 01/05/2024)
Mr Derek Rose (Co-opted 12/07/2024)
Mr Barry Richard Nicholls (Co-opted 12/07/2024)

Mr Geoff Daniels, Technical Director, was a member of the Committee and a Trustee until his death in May 2024

Charity registered number: 227035

Principal office: The Oast Theatre
London Road
Tonbridge
Kent
TN10 3AN

Bankers: HSBC Bank plc
100 High Street
Tonbridge
Kent
TN9 1AN

Independent Examiner: A S Healey FCA CTA DChA
Lindsey Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent
TN9 1BE

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

The members of the Management Committee present their Annual Report, together with the Financial Statements for the year ended 31 July 2024. The Management Committee confirm that the Annual Report and Financial Statements of the charity comply with the current statutory requirements, the requirements of the governing document and the provisions of "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019) (Charities SORP (FRS 102)).

Structure, governance and management

The Tonbridge Theatre and Arts Club was registered as a charity on 8 October 1964 and is governed by its Club Rules. It is a non-professional organisation managed by a committee of 16 members.

The Club incorporates an Art Section, meeting weekly, and two active youth groups – the Hoppers for young people aged 8 to 13, and the Youth Theatre, for those aged 14 to 19.

The Club is a member of The Little Theatre Guild of Great Britain.

Membership of the Club is open to everyone and is offered regardless of race, creed, colour, gender, sexual orientation or political persuasion. Club members pay an annual subscription, and all functions connected with running the Club and the theatre are carried out by them on a completely voluntary basis. There are no paid employees. Theatre performances are open to the public but Club members can purchase seats at advantageous rates.

The Hon Treasurer and Hon Secretary are elected annually. The Management Committee members are elected to serve for two years; co-opted members serve until the next AGM. The Chairman, Vice Chairman and other officers are elected by and from Management Committee members.

The Youth Theatre Director and Wardrobe Representative are appointed annually by the Management Committee. The Chairman of the Art Section is elected annually by members of the Art Section.

Objectives and activities

The objects of the Club are to promote the advancement and improvement of general education in relation to all aspects of the arts, drama, music and painting, and to develop public appreciation of such arts.

These objects are achieved through a programme of drama productions staged over a season that runs for approximately ten months and art classes and exhibitions throughout the year.

In setting the objectives for the year, the Management Committee has had due regard to the Charity Commission's guidance on public benefit.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

Chairman's Report 2024

This year, The Oast Theatre lost two of its keenest and, in one case, longest supporters: Ron Adamson and Geoff Daniels.

For many, Ron was The Oast Theatre: nothing was too much for him to do or think about. He did everything he could to keep the theatre in full working order. He designed the large advertising board that stands outside the front door. As a mark of respect, The Roundel will be renamed "Ron's Room" and a plaque to this effect placed on one of its doors. As Margaret Adamson remarked, "Ron was in at the start and stayed to the finish."

Geoff Daniels made his mark on the theatre as Technical Director. He was not any old Technical Director: he and the role became one. Geoff was involved with all aspects of presenting a show, offering advice and hands-on help with set design and its construction, lighting design and a thousand other issues that create a professional show. Geoff was also "on lights" for many Oast productions.

The contributions made to The Oast over the years by Geoff and Ron are immense. Both will be sadly missed. The theatre couldn't have done what it did without them.

Last year, the Chairman remarked that The Management Committee needed "new blood". In 2024 it got some: Bob Maddison, Bizz Portlock, Barry Nicholls, Mandy Hulston and Derek Rose were co-opted onto the Management Committee. It is anticipated that all will be fully adopted at the 2024 AGM.

In July 2024, The Management Committee agreed to redecorate the Bar Lounge, both sets of toilets and to clean all carpets and the auditorium seats. The redecoration of The Bar Lounge was made possible by a very generous donation from Margaret Adamson. Cleaning and redecorating were scheduled to be completed by the end of August.

In January 2024, The Oast gratefully accepted a £5,000 donation from The Hayes Players who were unfortunately forced to close. Most of this donation will fund sound and lighting improvements in The Janet Young Studio and improve Wi-Fi connections within the theatre. These initiatives are in the planning stage. The rest of the donation paid for the large monitor already installed in The Bar Lounge. Many thanks to who plan for and install such technologies.

The report now reinforces a point made at the start of The Drama Report, relating to audience numbers. It is fantastic that our well-known shows are so solidly supported, returning sold out runs for many of them. Sadly, the lesser-known productions are often disappointingly supported. The Chairman urges the membership to support all that the theatre stages: the membership may be surprised as to how professional and uplifting the unknown can be.

Whilst the theatre still has problems recruiting volunteers, we can be positive and upbeat about the contributions made by our loyal, diligent and enthusiastic volunteers. Many have given hours of unpaid help, in a thousand different ways, to make the theatre what it is. Thank you, one and all.

The foyer was given a minor make-over. Out went the old Front of House pulpit: in came a new, sleek, low-level, four drawer unit to store Front of House materials and programmes. All theatrical information displayed in the foyer is now presented in smart, black frames.

A necessary fire inspection was carried out by an external agency. Its findings are being considered by the Management Committee. There is nothing intrinsically wrong with The Oast's fire procedures, documents and equipment but some minor issues will need addressing soon.

Front door security was enhanced by adding a magnetic catch to the entry procedure.

In March 2024, the theatre entered several plays for The Southern Counties Drama Festival. Our successes can be read about in The Drama Report.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

Finally, The Chairman thanks the enlarged Management committee for its efforts and support over the year.

Drama Report

The Oast Theatre has had a fabulous season, with many shows sold out for the run. It is a pity that the lesser-known productions attracted significantly smaller audiences than the well-known ones. All shows were of the same high standard: so, next time give the new a chance. You might be pleasantly surprised.

The season began in September with the Youth Theatre's exciting production of "Treasure Island", written by John Nicholson and La Navet Bete and directed by Jason Lower. This was a play full of fun and mayhem.

In October Sara Lacey directed "Beacons" by Tabitha Mortiboy. This was a gentle story about hope and human kindness.

In November Andy Taylor directed "The Birthday Party" by Harold Pinter. This was a play in which silence was as important as sound. It was how that silence was interpreted that made the play so intriguing.

In December Phil Porter directed "A Christmas Carol: The Creation of a Masterpiece" written by the director. This was a real treat: a Christmas show for Christmas.

In January Ian Tucker-Bell directed "One Man Two Guv'nors" by Richard Bean. This was a fast-moving, incredibly energetic production: a very farcical experience.

In February Paul Marshall directed "Home I'm Darling" by Laura Wade. This was a production firmly set in the 1950s: everything about it was spot-on for the period.

In March the Youth Theatre presented Phillip Pullman's "Grimm Tales" adapted for the stage by Philip Wilson. The tales were directed by five youth members overseen by Jason Lower. This was a first-rate presentation of tales that were glittery and dark.

In April Phil Porter directed "The Cosmic Dance", an original arrangement of various Shakespearean extracts to show what happens when man-kind tampers with an ordered universe. This show used the technical expertise of The Oast to full advantage.

In May Sandra Barfield directed "The Hollow" by Agatha Christie. Not often performed, "the Hollow" was a humorous "Who-Dunn-It". A sterling cast made this a memorable evening.

In June The Hoppers presented "Is Time Enough?" written and directed by their leader, Phil Burns.

Also in June Phil Holden directed "You Stupid Darkness" by Sam Steiner. This was a very off-beat comedy. Four volunteers operated a helpline in a dystopian world.

In July Fiona Dunn directed "An Ideal Husband" written by Oscar Wilde. Re-setting the play in the Roaring Twenties, it became a showcase for the Oast Theatre's dazzling array of period costumes. It was a very enjoyable evening for all concerned.

JY Studio Productions

In November the Studio presented "Locusts" by Ian Tucker-Bell and Gareth Maclean. This was produced by Orange Works, a visiting theatre company.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

In March the Studio presented "An Evening of Tennessee Williams". The short plays included: "Summer at the Lake", "The Pretty Trap", "Hello from Bertha" and "Curtains for the Gentleman". These productions were a huge success.

Southern Counties Drama Festival

The Oast Theatre entered two productions:

"A Christmas Carol: The Creation of a Masterpiece" by Phil Porter. The cast was: Zac Thraves, Elizabeth Portlock and Tony Pegg.

"Past Perceptions" by Andy Taylor. The cast was: Lynn Short, Lisa Ewens, John Ewens and Andy Taylor.

Nominations at the Festival were:

Best Director	Sandra Barfield
Best Actress	Elizabeth Portlock
Best Actor	Andy Taylor
	Zac Thraves

The award for best male actor went to Zac Thraves.

River Drama Report

River Drama is a drama group for people with Downs syndrome and it continues to thrive at The Oast Theatre on Saturday afternoons during term-time. The trustees of the charity extend its thanks to the Oast for their on-going support.

During the year the trustees made the difficult decision to discontinue the children's group. Numbers had fallen to unsustainable levels and despite widespread advertising we were unsuccessful in attracting new children to join us. In contrast, we were continually having to turn adults away because of lack of room in our adult group. From January 2024 we became an adult only group and now run two longer sessions for over 18s only. We have been delighted to welcome new adult members and look forward to welcoming one or two more for taster sessions in September 2024. We currently have 26 members.

As well as our usual Saturday afternoon sessions we run a programme of additional events throughout the year, including a Disco, Christmas and Summer theatre trips and Academy Week which is held in the summer holidays and is now well established at Hadlow Primary School.

River Drama is valued by its members for the social connections it provides, the opportunity to perform and shine in front of a supportive audience, and as a regular weekend activity which can be sadly lacking, especially for those living in social care settings.

As we look forward to our 30th Anniversary in 2025 we are delighted that the charity is financially in good shape; we have a full rota of skilled tutors who are able to engage and inspire our students, and most importantly a full register of students who wish to be with us for drama on Saturday afternoons.

Hoppers Report

This season, Hoppers remained as one group. The children preferred it this way, finding it easier to maintain friendships within a single unit. Numbers in the group have remained at around eighteen with a few changes in membership. The group is always very popular and oversubscribed. Therefore, in September, there will be a second group. This will allow those who have been on the waiting list longer than a year to join and yet keep each group small.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

The Hoppers had a great year through the fortnightly workshops in which they developed their drama skills and confidence, creating a TV inspired episode, learning about lighting and workshopping ideas for the Summer Show.

'Is Time Enough?' was a great success and the children had a great time rehearsing and performing. The children loved the set created for them and the group would like to say a huge thank you to Jason for arranging the Chaperones, Derek and Bob, for helping with the lighting and all the Playgroup for building the set. Without all this support there would not have been such a successful show.

Youth Theatre Report

2023-24 was a successful year for The Oast Youth Theatre, with a full membership and two well-received productions.

In September, the group staged the very silly 'Treasure Island' by John Nicholson and Le Navet Bete to excellent feedback but smaller audiences. The seven-strong cast took on all of the 30+ roles to great aplomb.

The Youth Theatre ran a residential with most of the membership at the time taking part in team building, creative exercises and games.

In March 2024, the Youth Theatre staged an adaptation of Philip Pullman's 'Grimm Tales'. This featured five playlets that were directed by three of the current membership, plus two recent alumni – Nimueh Ferdinando and Luke Morrison. The five plays were all approached differently, and the young people did an excellent job in bringing their vision to life.

This year, young people have taken a lead on designing and running the technical side of productions. The Youth Theatre is indebted to Derek Rose, Oscar N Carson and Matt Kohler for their help in training young members and ensuring all of the lighting rig is set up for the shows.

As ever, the talented Alison Miall has been invaluable in providing scores of costumes for the casts, and Paul Simons has captured the productions in his beautiful photos. The Playgroup, led by Geoff Daniels and Barry Nicholls, have done a brilliant job creating versatile and atmospheric sets, with the usual high standard of scenic art from Ann Smith, Annette Tranter and team.

Art Group

The current number of the group has increased by two to eleven with an average attendance of six every Tuesday afternoon. In addition to this, two initiatives were launched.

The first of these was AOTM (artist of the month).

All Oast Theatre Members are invited to exhibit their Artwork in the 'Bar Lounge'. This provides an opportunity for those in the theatre to view the paintings. The eleventh AOTM is currently on display in July with future displays booked.

The second initiative was to declutter the Art Room.

An 'important date' of June 30th, was advertised in Oast Notes, as the final opportunity for members to retrieve personal items from the Art Room. The Art Group kept the easels. Clearing began in July.

It has been agreed that every effort will be made for the Art Group Chair, or his deputy, to attend the Oast Theatre monthly committee meetings.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

Technical Group

This season the Oast technical team has supported a wide range of shows with excellent lighting, sound and video. Several new members joined the team, but unfortunately it still lacks volunteers in certain key areas such as lighting design. Members of the team are more than happy to train anyone if they are interested.

Many thanks to all the sound, lighting and video designers and operators who enabled the team to support the high-quality shows that the Oast Theatre produces.

Major additions to the technical area were the moving head lights used to great effect in many shows last season, as well as a new media screen in the bar and data storage equipment for the wealth of information the theatre now has in digital form.

The Oast technical team continues to enhance the Oast's capabilities with projects underway to refresh the WIFI throughout the theatre and provide enhanced lighting for productions in the Janet Young Studio.

Wardrobe Report

The wardrobe team covers hiring out costumes, working in the wardrobe and costuming our shows.

Hiring out on two Sundays in the month and every Monday morning went very well this year. Schools, other societies and individuals have used these sessions.

A great team has worked in the wardrobe on Monday and Wednesday mornings, repairing and making costumes, keeping the wardrobe tidy and altering costumes for the shows.

As usual the wardrobe department has costumed all shows this year. The shows covered a range of fashion periods.

Many thanks to everyone for their enthusiastic contribution.

Props and Furniture Hire

The theatre continued to look after its props and furniture. Hires this year fell by about 25%. In particular, schools seem to have limited budgets for props hires for their productions.

The theatre continued to receive donated items which were photographed before putting away. These items were then ready to be used on the Oast stage or hired out to other societies and schools. The department always advises Oast directors and their props people on the suitability of particular props and/or furniture for their production and where they can be found.

Social Committee Report

In August a group made its annual pilgrimage to the Chichester Festival Theatre, this time to see the ever-popular The Sound of Music - a bit of an oldie, but it was an excellent production and well worth the trip.

In December the Oriana Singers, the brilliant Tunbridge Wells-based choir, generously offered to arrange a concert of Christmas Music for the theatre's benefit. The choir spent the whole day at the Oast, setting up, rehearsing and eventually performing to a full house. They appreciated the technical and other support that the theatre provided and really made themselves at home. The Oast enjoyed hosting the choir and appreciated the considerable amount of money which found its way into its coffers.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

Just before Christmas there was the usual festive soup-bread-cheese-mince pie extravaganza which was appreciated by our regular Monday and Wednesday workers; another full house. March saw the first of the Friday social evenings in the bar, which began very well and continued on a monthly basis.

Membership Report

	2022-2023	2023-2024
Season Ticket Holders	91	66
Life Members	11	11
Life Members with Season Tickets	7	6
Annual members	<u>522</u>	<u>437</u>
Total	631	520

The first paragraph of this report is the same as last year's. Membership has again decreased. Several members have sadly died and some are physically unable to attend. Others did not renew their membership but still attend, somewhat irregularly, as non-members. Looking at the ticket sales data for this year the average member was buying just 5 tickets per year and the average audience comprises 63% members and 37% non-members.

The numbers of active volunteers has also fallen. It is proving difficult to provide a full-service during shows. The volunteer functions are being performed by fewer individuals which, as our chairman pointed out at the last AGM, is really unsustainable.

This paragraph appeared in last year's report last and is here repeated it verbatim: "One issue that doesn't seem to go away is that some members just do not see the need to have to renew their membership online each year. I have mentioned this on many an occasion, but I must restate that it is due to a need to comply with GDPR and email protocols. If someone does not renew online for a period of three years, the system will automatically remove them from the membership list. We also need to keep our database up to date so we need to ask people to log in once a year and make sure their information is up to date. It is a very simple thing to do and, if anyone has any difficulty all they need to do is ask."

Membership rates were raised at the beginning of this year. Despite numerous notices to this effect many people did not change their standing orders or they paid an incorrect amount via BACS. It has proved difficult to contact some members due to their contact details having changed. It is an easy matter to change your details by logging into your Oast Membership account and changing the details in the "User Profile and Volunteering" section. If members prefer, they can email the change to membership@oasttheatre.com and we will make the change for you. It is essential that volunteer lists are kept up to date.

One issue that has become more of a problem as a result of raising the annual subscription, is that some actors feel that having to pay the full annual subscription just to appear in the last show or two is unfair. Our annual subscription is fixed both in terms of its duration and amount. One or two membership secretaries in the past have unofficially allowed a 50% reduction to the membership rate after March 1st but this is contrary to the Constitution and the practice has stopped. Please bear in mind that The Oast does not charge an appearance fee, actors are given free copies of scripts, refreshments are provided at no charge, and they are still entitled to a member's ticket discount. The Management Committee will discuss this matter.

This will be my last AGM report as I am stepping down from all roles at the Oast at the AGM. The process of handing over the role of Membership Secretary to Katy Nash has begun. From November 2024, Katy Nash will be the new Membership Secretary.

Volunteering at the Oast has been a most wonderful and enriching experience. I have been privileged to "volunteer" alongside some talented and interesting people. I would like to thank each and every one of them for all of the help and friendship that they have so generously given to me over the 10 years or so that I have been at the Oast.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

Financial review

The results of the Club for the year are shown on page 12. The Balance Sheet on page 13 shows that the Club had total funds at 31 July 2024 amounting to £1,211,772. This is mainly represented by fixed assets held for the Club's use of £1,039,690. The balance of £172,082, which represents the Club's free unrestricted funds, relates primarily to cash at bank and in hand of £141,462 and stock of £31,287.

Policy on reserves

The Management Committee has agreed that it is prudent to have available a sum in reserves equivalent to approximately 6 months of the annual support, premises and utility costs, i.e. the costs which would be incurred if the theatre ceased operating. This is estimated to be approximately £36,000. This will fund any unexpected large drop in income and/or large increase in running costs. The policy is achieved by ensuring that free unrestricted reserves (that is, unrestricted funds not represented by fixed assets) are at least equal to approximately 6 months' running costs.

At the balance sheet date, free unrestricted reserves were well in excess of this amount.

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31 JULY 2024

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its surplus or deficit for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Management Committee on 6/11/24 and signed on its behalf by:



Phil Porter
Chairman

TONBRIDGE THEATRE AND ARTS CLUB

REPORT OF THE INDEPENDENT EXAMINER FOR THE YEAR ENDED 31 JULY 2024

Independent examiner's report to the Management Committee of Tonbridge Theatre and Arts Club ("the Club")

I report to the Management Committee on my examination of the accounts of the Club for the year ended 31 July 2024.

Responsibilities and basis of report

As the Management Committee of the Club, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

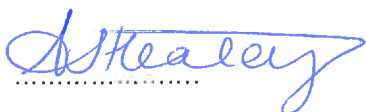
I report in respect of my examination of the Club's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 Club as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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



Date: 7/11/24

A S Healey FCA CTA DChA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

TONBRIDGE THEATRE AND ARTS CLUB

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2024

	Note	2024 £	2023 £
Income from:			
Donations and legacies	3	14,211	8,756
Other trading activities	4	64,134	65,781
Charitable activities	5	83,692	61,600
Investments:			
Interest receivable		1,316	-
Total income		163,353	136,137
Expenditure on:			
Raising funds	6	18,163	18,754
Charitable activities	7	101,538	82,296
Total expenditure		119,701	101,050
Net income		43,652	35,087
Net movement in funds		43,652	35,087
Reconciliation of funds:			
Total funds brought forward		1,167,995	1,132,908
Total funds carried forward		1,211,647	1,167,995

TONBRIDGE THEATRE AND ARTS CLUB

BALANCE SHEET AS AT 31 JULY 2024

	Note	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	11		1,039,690		1,032,979
Current assets					
Stocks		31,287		31,010	
Debtors	12	18,776		25,442	
Cash at bank and in hand		141,462		96,030	
		<u>191,525</u>		<u>152,482</u>	
Current liabilities					
Creditors: amounts falling due within one year	13	(19,568)		(17,466)	
Net current assets			171,957		135,016
Total net assets			<u>1,211,647</u>		<u>1,167,995</u>
The funds of the charity					
Unrestricted funds			1,211,647		1,167,995
Total charity funds			<u>1,211,647</u>		<u>1,167,995</u>

The financial statements were approved by the Management Committee on 6/11/24 and signed on their behalf by:



Phil Porter
Chairman



Nick Blessley
Hon Treasurer

TONBRIDGE THEATRE AND ARTS CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

1 Status

Tonbridge Theatre and Arts Club is a charitable organisation registered in England and Wales, governed by its Club Rules and managed by a committee of members. The address of the principal office is The Oast Theatre, London Road, Tonbridge, Kent TN10 3AN.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Tonbridge Theatre and Arts Club meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue operating, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

2.2 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds. Legacies are recognised when probate has been granted, the executors have established that there are sufficient assets in the estate to pay the legacy, and any conditions attached are within the charity's control or have already been met. For bank interest, this is recognised when the charity has entitlement to the interest receivable.

Income from other trading activities is recognised at the date of sale. Subscriptions income received in advance is accounted for as deferred income.

Income from charitable activities comprises box office and season ticket income. Box office income for a particular production is recognised in the period in which the production takes place. Season ticket income received in advance is accounted for as deferred income.

2.3 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure has been classified under headings that aggregate all costs related to the category.

Costs of charitable activities are those costs, including support costs and irrecoverable VAT, relating to the operation of the Oast Theatre.

TONBRIDGE THEATRE AND ARTS CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

2 Accounting policies - continued

2.4 Fund accounting

The general fund is an unrestricted fund which is available for use at the discretion of the Management Committee in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular purposes. The charity does not currently have any restricted funds.

2.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

- Fixtures, fittings & equipment - 10% to 20% straight line
- Freehold property - lean-to over 30 years straight line
- Freehold property - platform lift over 20 years straight line
- Freehold property - boiler over 20 years straight line

No depreciation is provided on the Oast Theatre because any charge is considered to be immaterial due to the long useful economic life and high residual value of the property.

2.6 Stock

Stocks are stated at the lower of cost and estimated selling price less costs to sell.

2.7 Financial instruments

The charity only has financial instruments of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value or, if due after more than one year, at amortised cost.

3 Income from donations and legacies

	2024	2023
	£	£
General donations	8,901	3,408
Programme donations	2,310	2,348
Grants received	3,000	3,000
	<hr/>	<hr/>
	14,211	8,756
	<hr/>	<hr/>

TONBRIDGE THEATRE AND ARTS CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

4 Income from other trading activities

	2024	2023
	£	£
Art section	13	19
Bar sales	19,690	16,355
Coffee bar sales	3,488	1,952
Ice cream sales	1,928	2,823
Hire income	4,383	8,441
Subscriptions	17,555	12,914
Wardrobe income	11,698	16,461
Props and furniture income	608	1,134
Advertising	670	618
100 Club (see note 14)	1,086	1,060
Fundraising and members' events	3,015	3,954
Other income	-	50
	<u>64,134</u>	<u>65,781</u>

5 Income from charitable activities

	2024	2023
	£	£
Operation of theatre:		
Box office and season ticket income	<u>83,692</u>	<u>61,600</u>

6 Expenditure on raising funds

	2024	2023
	£	£
Bar expenses	10,655	8,307
Fundraising and members' events costs	3,127	7,500
Coffee bar expenses	1,487	1,165
Ice cream expenses	2,051	1,701
Wardrobe expenses	843	81
	<u>18,163</u>	<u>18,754</u>

TONBRIDGE THEATRE AND ARTS CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

7 Expenditure on charitable activities

	Direct costs 2024 £	Support costs 2024 £	Total 2024 £	Total 2023 £
Operation of theatre	69,929	31,609	101,538	82,071

8 Direct costs

	2024 £	2023 £
Production expenses	17,994	14,305
Premises costs including insurance	16,926	16,069
Rates	191	369
Little Theatre Guild	105	105
Equipment repairs and maintenance	3,597	593
Printing	7,769	5,906
Utilities	23,347	15,714
	69,929	53,061

9 Support costs

	2024 £	2023 £
Postage	930	745
Telephone and internet	979	810
Computer costs	2,479	2,563
Depreciation	11,158	10,877
Transaction charges	648	596
Legal and professional fees	40	960
Irrecoverable VAT	9,674	7,449
Independent examination	3,450	3,325
Other	2,251	1,685
	31,609	29,010

10 Employees and Management Committee

The charity has no employees and is staffed entirely by its members who receive no remuneration.

No members of the Management Committee received any remuneration during the year. Any expenses reimbursed to members of the Management Committee (and close family members) were in their capacity as agents of the charity and not in their capacity as trustees.

TONBRIDGE THEATRE AND ARTS CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

11 Tangible fixed assets

	Freehold property £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 August 2023	1,032,755	127,967	1,160,722
Additions	-	17,869	17,869
At 31 July 2024	1,032,755	145,836	1,178,591
Depreciation			
At 1 August 2023	11,736	116,007	127,743
Charge for the year	4,064	7,094	11,158
At 31 July 2024	15,800	123,101	138,901
Net book value			
At 31 July 2024	1,016,955	22,735	1,039,690
At 31 July 2023	1,021,019	11,960	1,032,979

12 Debtors

	2024 £	2023 £
Prepayments and accrued income	17,636	22,685
100 Club debtor (see note 14)	-	1,060
Other debtors	1,140	1,922
	18,776	25,667

TONBRIDGE THEATRE AND ARTS CLUB

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,382	1,977
Accruals and deferred income	10,650	8,979
VAT payable	1,673	1,306
Other creditors	5,863	5,204
	<u>19,568</u>	<u>17,466</u>
Deferred income comprises:		
Income deferred from the previous year	6,105	8,005
Released to the statement of financial activities	(6,105)	(8,005)
Arising during the current year	7,040	6,105
	<u>7,040</u>	<u>6,105</u>

Deferred income includes amounts received for box office sales, fundraising events and subscriptions relating to the 2024/25 year.

14 100 Club

	2024 £	2023 £
Balance sheet at 31 July 2024		
Assets		
Cash at bank and in hand	1,222	2,282
Liabilities		
Subscriptions prepaid	(1,222)	(1,222)
Due to Tonbridge Theatre and Arts Club (see note 12)	-	1,060
	<u>-</u>	<u>1,060</u>
Income and expenditure for the year ended 31 July 2024		
Income		
Subscriptions	2,152	2,135
Expenditure		
Prizes	(1,030)	(1,030)
Other expenses	(36)	(45)
Surplus for the year (see note 4)	<u>1,086</u>	<u>1,060</u>

15 Related party transactions

The charity paid for fire safety services totalling £1,298 to EJP Fire Protection Limited, a company jointly controlled by the spouse of a Trustee during the year (2023: £Nil).