

YORK CITIZENS' THEATRE TRUST LIMITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

CONTENTS

	Page
Reference and administrative details of the charity, its Trustees and advisers	1
Trustees' report	2 - 9
Independent auditor's report on the financial statements	10 - 13
Consolidated statement of financial activities	14
Consolidated balance sheet	15 - 16
Charity balance sheet	17 - 18
Consolidated statement of cash flows	19
Notes to the financial statements	20 - 46

YORK CITIZENS' THEATRE TRUST LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees	Ann M Green CBE, Chair Tiggy Clifford Avijit Datta Richard Jagger Nicholas Rust (appointed 17 June 2020, resigned 14 August 2021) Romana Shah (appointed 26 May 2021) John Short Holly Sloan (resigned 26 May 2021) Richard Smith Paul Smith Will Zhuang (appointed 17 June 2020)
Company registered number	00317560
Charity registered number	229396
Registered office	St Leonards Place York YO1 7HD
Company secretary	Julie Crampsie
Chief executive officer	Tom Bird
Independent auditor	BHP LLP Chartered Accountants Rievaulx House 1 St Mary's Court Blossom Street York YO24 1AH
Bankers	HSBC Bank PLC 13 Parliament Street York YO1 8XS
Solicitors	Rollits LLP Forsyth House Alpha Court Monks Cross Drive York YO32 9WN

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are pleased to present their annual report together with the consolidated audited financial statements of the charity and its subsidiaries for the year ended 31 March 2021.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association and Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) published in October 2019.

Since the charity and the group qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. Policies and objectives

Objects of the Charity

The Articles of Association of the Trust detail the primary objects of the Charity; these can be summarised as:

- a) To conserve, develop and enhance York Theatre Royal for the benefit of the public, as a working theatre, for the sole purpose of advancing the education of the public in the appreciation and understanding of the dramatic and musical arts in all their forms.
- b) To promote and advance education by the encouragement of the arts, to improve the general standard of dramatic productions in York and elsewhere, and to provide the Charity's theatre to be used for public lectures, cinematic performances or other entertainments and exhibitions considered to be of educational merit.
- c) To receive, educate and train students in the arts of drama, mime, dance, music, ballet, opera, puppetry, painting and sculpture, photography, cinema, literature and poetry.
- d) To acquire interest in copyright and rights of representation and other rights of or in plays, music, songs, words, operas, comedies and compositions of an educational merit or calculated to improve the general standard of dramatic productions in York and elsewhere for the benefit of the public.
- e) To carry on the business of the sale of food, drink and programmes, such activities to be solely ancillary to the furtherance of the Charity's Objects.

York Theatre Royal is a producing theatre. The theatre premises are owned by York Conservation Trust and are leased to the Charity. The premises include the Main House (761 capacity) and the Studio (86 capacity), with extensive foyer catering areas served by a full production kitchen. The Charity also rents a unit in Osbalwick for the purposes of costume hire and production storage.

b. Strategic Context

The Charity receives revenue funding as an Arts Council England National Portfolio Organisation (NPO) and normally aligns its strategic planning with that funding cycle. In the context of the COVID-19 pandemic, the Arts Council has extended the current funding period for NPOs by one year – so the funding period now ends 31st March 2023. An application for the extension year will be submitted in September 2021.

York Theatre Royal took the necessary steps to offset the effects of COVID-19. The theatre pivoted quickly to reduce its

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

cost base whilst benefitting from the CJRS and successfully obtaining financial support from Arts Council England. As a consequence, the theatre ended the year in a robust position financially. The projects that the theatre undertook during the year attracted considerable local, national and international profile, all of it positive. Some of these are detailed in the 'Review of Activities' section below.

The organisation's core purpose statement reads as follows:

York Theatre Royal is a brave creative hub at the heart of the city, and it is here for you.

These stages, buildings and our city will thrive with live theatre of exceptional quality made with you – the world's most exciting artists – with more of the world's most exciting artists.

We will be known and admired everywhere for our work with you.

The organisational values we adopted in 2018 remain in place:

We are ambitious

We are sturdy

We celebrate the city's diversity; it makes us bloom

We are ambassadors for York

We are welcoming

We are creative in every context

We pull together

How the charity delivers its charitable cause:

The Charity seeks to further its purposes for the public benefit through its core programme of creative activity including: its production, co-production and presentation of drama and other performing arts events together with its extensive learning, engagement and participation programmes with young people and adults, developed through well-defined regional, national and international relationships.

c. Review of activities

Achievements in this extraordinary year:

- *The Travelling Pantomime* toured to 14 different neighbourhoods in York and received national and international press coverage as well as entertaining audience members during the darkest moment of the pandemic in the UK;
- our Head of Production and Wardrobe team convened the manufacture of significant amounts of PPE for York Hospital at the beginning of the year;
- Our nationally-recognised Youth Theatre initially moved online. Later, in line with our strategic aim to decentralise our activity, Youth Theatre sessions were booked into New Earswick Folk Hall and other community venues, as well as the theatre, for the first time;

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

- An extraordinary fundraising effort focusing on community giving and high net worth individuals saw the theatre surpass its fundraising target by 42%;
- New work by Tonderai Munyevu, Amy Ng, Ralph Fiennes, Emma Rice and Mojisola Elufowoju was developed or booked for our re-opening year;
- A new collaboration with the BBC saw us commission and record new audio versions of 6 of the York Mystery Plays for BBC Sounds;
- We installed new retractable seating in our Studio, making it a significantly more flexible space;
- When outdoor performance became legal in summer 2020 we built Pop-Up on the Patio, an outdoor theatre offering music, dance, comedy and childrens' entertainers – all from York;
- *Futureproof*, an online festival giving the young people of Yorkshire a chance to determine their cultural future, premiered online and was attended by York MP, Rachael Maskell.

d. Plans for future periods

The theatre undertook a new business planning exercise in March 2021, in response to the changes brought by the pandemic and the Arts Council's new strategy, *Let's Create*. We embedded the 4 ACE 'Investment Principles' into our business planning, and this plan will form the basis of our application to the NPO extension year, 2022-23.

In 2021-22 the theatre has budgeted a deficit of £176,805, as the effects of the pandemic continue. We are determined that this year and beyond will nevertheless be full of activity, as we step up our efforts to help the citizens of York enjoy the benefits of a creative life. Currently, we are planning a return to large-scale indoor pantomime at Christmas 2021 and to large-scale outdoor community performance in summer 2022.

The theatre plans to apply to the new Arts Council England National Portfolio, beginning 1st April 2023.

e. Investment policy and performance

The Trustees have determined a Low Risk / Low Return financial investment policy. Low Risk is defined as only investments on which capital is guaranteed. The terms of any investment will be easily accessible with no long-term commitments. Investment accounts and investment vehicles must be agreed by the Chairman and the Chair of the Finance and Capital Committee.

Any investment opportunities that arise that are outside the definition above, and could be considered Medium Risk (for example where the capital is not guaranteed but a reasonable return is expected) will be reviewed on a case by case basis. A decision on Medium Risk investments will be made by the full Board.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

The financial statements have been prepared on a going concern basis. The trustees have taken into account the guidance issued by the Financial Reporting Council on Going Concern assessments in determining that this is the appropriate basis of preparation of the financial statements. They have also considered the ongoing impact of the Coronavirus Pandemic and risks to funding in reaching a conclusion on Going Concern.

Following a review of the Charity's financial forecast to 31 March 2022 and its draft budget for the financial year 2022/23, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. As a consequence, the Trustees continue to adopt the going concern basis in preparing the financial statements.

b. Reserves policy

The trustees have agreed that it is necessary to maintain sufficient reserves in its General Funds to enable the organisation to respond to short term fluctuations and to provide sufficient liquid reserves to meet fixed costs plus any foreseeable capital expenditure. The theatre adopted an ambitious reserves target of £651,280 in February 2021 to ensure its resilience to the ongoing effects of the pandemic.

c. Financial position

Total income for the year was £2,685,684 (2020: £4,229,387). Income from charitable activities was £76,777 (2020: £2,398,043) whilst income from grants, donations and legacies was £1,697,727 (2020: £871,389). Other income, including income from subsidiary trading activities was £911,180 (2020: £959,955).

Total expenditure for the year was £1,865,227 (2020: £4,833,404). Expenditure on charitable activities was £1,253,555 (2020: £3,472,655). Expenditure on raising funds, including subsidiary trading costs was £611,672 (2020: £1,360,749).

The net income was £820,457 (2020: net expenditure of £604,017), and as a result the net funds carried forward at 31 March 2021 were £2,220,210 (2020: £1,399,753).

The charity's free reserve increased by £515,935 to £542,875 (2020: £26,940). This consisted of YTR Enterprises profit of £72,474 and a surplus on charitable activities of £470,401, after net transfer to the Designated Fixed Asset Fund equivalent to investment in capital assets less depreciation.

Fundraising policy

We raise a small percentage of our funds from the public and our aim is to ensure we do this in both a respectful and compelling way that is consistent with our values.

The charity is a member of the Institute of Fundraising and supports its purpose and activities. All fundraising conducted on behalf of the charity, whether by committees, volunteers or staff, must comply with the Fundraising Regulator and The Code of Fundraising Practice together with all relevant legislation. The Trustees are not aware of any failure in complying with the new Code and legislation.

The charity did not employ a professional fundraiser nor any commercial participator in fundraising in the year.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

The charity has a Development Subcommittee that includes in its membership both trustees and co-opted members. This committee monitors all fundraising by and for the charity. The Trustees monitor the Development Subcommittee via reports and minutes on a quarterly basis.

The charity has received no complaints about its fundraising activity in the year.

The charity insists that all members of the public will not be subject to fundraising activity that is an unreasonable intrusion on that person's privacy, is unreasonably persistent, or places undue pressure on a person to give money or other property.

Structure, governance and management

a. Constitution

The charity and the group is registered as a members limited liability company and was set up by a Memorandum of Association on 15 August 1936, subsequently brought up to date by Articles of Association adopted on 21 April 2016.

The charity and the group is constituted under Articles of Association dated 21 April 2016 and is a registered charity number 229396.

The principal objects of the charity and the group are:

To conserve, develop and enhance the premises known as York Theatre Royal for the benefit of the public, as a working theatre and a place with historical associations and to acquire for any consideration or interest, construct or maintain theatres in York or elsewhere and to alter, rebuild, reconstruct, refurnish, work, maintain and carry on any theatre for the time being owned or taken on lease by or otherwise in the occupation of the Charity, for the sole purpose of advancing the education of the public in the appreciation and understanding of the dramatic and musical arts in all their forms.

To carry on any theatre for the time being owned, leased or occupied by the Charity to promote, maintain, improve and advance education by the encouragement of the arts, including the arts of drama, mime, dance, music, ballet, opera, puppetry, painting and sculpture, photography, cinema, literature and poetry and to improve the general standard of dramatic productions in York and elsewhere, and also if and in so far as may be practicable to provide the Charity's theatre or permit the same to be used for public lectures, cinematic performances or other entertainments and exhibitions considered to be of educational merit.

To receive, educate and train students in the arts of drama, mime, dance, music, ballet, opera, puppetry, painting and sculpture, photography, cinema, literature and poetry and to promote recognition of and encouragement of exceptional merit in students by the institutional presentation of scholarships, exhibitions, grants, medals or other prizes or benefactions.

To purchase or otherwise acquire and obtain exclusive and other interest in copyright and rights of representation and other rights of or in plays, music, songs, words, operas, comedies and compositions of an educational merit or calculated to improve the general standard of dramatic productions in York and elsewhere for the benefit of the public.

In furtherance of the above objects to carry on in connection with any theatre owned or for the time being in the occupation of the Charity in York or elsewhere the business of the sale of refreshments, food and drink and publications, such activities to be solely ancillary to the furtherance of the Charity's Objects.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

The Board of Trustees meets ordinarily four times each year. The Charity has resolved to dispense with an Annual General Meeting. In addition, Trustees have established the following committees to report to the Board of Trustees on aspects of the Charity's business:

- Finance and Capital
- Audit
- Audience Engagement
- Development
- Personnel and Governance

The roles of Equalities Champion and Environmental Champion are each assigned to an individual Trustee. A Trustee observes the Charity's Health and Safety Committee meetings.

The Charity has two trading subsidiaries which form part of the group and in which it is the sole shareholder: York Theatre Royal Enterprises Ltd and York Theatre Productions Ltd.

All profits generated by the Trust's subsidiaries are 'gifted' to the Charity.

The Trust and its subsidiaries operate as a group for VAT purposes. The relationship between the Charity and its subsidiaries is clearly set out in a relationship agreement under which the Charity provides a range of services to its subsidiaries. These include lease and buildings maintenance, strategic management, employment and provision of staff, administration (including HR and Finance), insurance and the provision of assets for use by the subsidiaries. The subsidiaries receive a Management Charge to cover the cost of these services.

b. Method of appointment or election of Trustees

The management of the charity and the group is the responsibility of the Trustees who are elected and coopted under the terms of the Articles of Association.

c. Policies adopted for the induction and training of Trustees

New Trustees are inducted into the organisation through a series of meetings. The Board has terms of reference for all Board meetings and Board Committees. There is an annual review of the Board skills base and open recruitment for all Trustees. There is an intent that the Board is representative of the UK community. Each year Trustees hold an Away Day with the Executive to review the strategic direction of the Trust.

d. Pay policy for senior staff

The pay of senior staff is reviewed annually and normally increased in accordance with average earnings. The Trustees benchmark against other provincial producing theatres of a similar size run on a voluntary basis. The remuneration benchmark is the midpoint of the range paid for similar roles.

e. Organisational structure and decision making

The Trustees determine the general policy of the Charity. Under the overall direction of the Trustees the day-to-day management is delegated to the Executive Director.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

f. Risk management

The Trustees have assessed the major risks to which the Charity and the group is exposed, in particular those related to the operations and finances of the Charity and the group, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. The Charity maintains a Risk Register, which is reviewed regularly by the trustees. The trustees recognise the finances of the Charity will continue to benefit from the valuable support of Arts Council England.

Trustees' responsibilities statement

The Trustees (who are also directors of York Citizens' Theatre Trust Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company 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 charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group 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;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable group and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Disclosure of information to auditor

Each of the Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditor is aware of that information

Auditor

The auditor, BHP LLP, has indicated its willingness to continue in office. The designated trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Ann Green
Ann Green (Nov 29, 2021 17:59 GMT)

Ann M Green CBE, Chair
(Chair of Trustees)
Date: 22 September 2021

RWSmith
RWSmith (Nov 26, 2021 18:06 GMT)

Richard Smith
(Trustee)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF YORK CITIZENS' THEATRE TRUST LIMITED

Opinion

We have audited the financial statements of York Citizens' Theatre Trust Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2021 which comprise the Consolidated statement of financial activities, the Consolidated balance sheet, the Charity balance sheet, the Consolidated statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 March 2021 and of the group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's or the parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF YORK CITIZENS' THEATRE TRUST LIMITED (CONTINUED)

Other information

The other information comprises the information included in the trustees' report other than the financial statements and our Auditor's report thereon. The trustees are responsible for the other information contained within the trustees' report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF YORK CITIZENS' THEATRE TRUST LIMITED (CONTINUED)

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with laws and regulations;
- we identified the laws and regulations applicable to the group and parent charitable company through discussions with management and trustees, and from our knowledge and experience of this organisation;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the group and parent charitable company, including the Charities Act 2011, the Companies Act 2006, data protection, health and safety and employment law;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and trustees;
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit of the group and parent charitable company.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by;

- making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risks of fraud through management bias and override controls, we:

- performed analytical procedures to identify any unusual or unexpected variances;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias; and

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF YORK CITIZENS' THEATRE TRUST LIMITED (CONTINUED)

- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>
This description forms part of our Auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members and its trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members, as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Jane Marshall (Nov 30, 2021 12:36 GMT)

Jane Marshall (Senior statutory auditor)

for and on behalf of

BHP LLP

Chartered Accountants

Statutory Auditor

Rievaulx House

1 St Mary's Court

Blossom Street

York

YO24 1AH

Date: 30-Nov-2021

YORK CITIZENS' THEATRE TRUST LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	924,161	773,566	1,697,727	871,389
Charitable activities	4	59,777	17,000	76,777	2,398,043
Other trading activities	5	5,239	-	5,239	858,758
Investments	6	1,906	-	1,906	5,042
Other income	7	904,035	-	904,035	96,155
Total income		1,895,118	790,566	2,685,684	4,229,387
Expenditure on:					
Raising funds:	8				
Fundraising trading costs		253,011	11,109	264,120	578,026
Subsidiary trading costs		347,552	-	347,552	782,723
Charitable activities	9	963,592	289,963	1,253,555	3,472,655
Total expenditure		1,564,155	301,072	1,865,227	4,833,404
Net income/(expenditure)		330,963	489,494	820,457	(604,017)
Transfers between funds	20	196,152	(196,152)	-	-
Net movement in funds		527,115	293,342	820,457	(604,017)
Reconciliation of funds:					
Total funds brought forward		1,118,466	281,287	1,399,753	2,003,770
Net movement in funds		527,115	293,342	820,457	(604,017)
Total funds carried forward		1,645,581	574,629	2,220,210	1,399,753

The Consolidated statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 20 to 46 form part of these financial statements.

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	15	1,102,706	1,091,524
		1,102,706	1,091,524
Current assets			
Stocks	17	3,333	11,003
Debtors	18	419,848	631,509
Cash at bank and in hand	24	1,055,669	515,026
		1,478,850	1,157,538
Creditors: amounts falling due within one year	19	(361,346)	(849,309)
Net current assets		1,117,504	308,229
Total net assets		2,220,210	1,399,753
Charity funds			
Restricted funds	20	574,629	281,287
Unrestricted funds			
Designated funds	20	1,102,706	1,091,524
General funds	20	542,875	26,942
Total unrestricted funds	20	1,645,581	1,118,466
Total funds		2,220,210	1,399,753

YORK CITIZENS' THEATRE TRUST LIMITED

CONSOLIDATED BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

As permitted by s408 Companies Act 2006, the charitable company has not presented its own profit and loss accounts and related notes. The charitable company's surplus for the year was £764,116 (2020: £478,329 deficit).

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


Ann Green (Nov 29, 2021 17:59 GMT)

Ann M Green CBE
(Chair of Trustees)


RWSmith (Nov 26, 2021 18:06 GMT)

Richard Smith

Date: 22 September 2021

The notes on pages 20 to 46 form part of these financial statements.

CHARITY STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	15	1,102,706	1,091,524
Investments	16	3	3
		1,102,709	1,091,527
Current assets			
Debtors	18	418,594	622,809
Cash at bank and in hand		1,055,485	478,525
		1,474,079	1,101,334
Creditors: amounts falling due within one year	19	(429,052)	(809,242)
Net current assets		1,045,027	292,092
Total net assets		2,147,736	1,383,619
Charity funds			
Restricted funds	20	574,629	281,287
Unrestricted funds			
Share capital	20	41	41
General funds	20	1,573,066	1,102,291
Total unrestricted funds	20	1,573,107	1,102,332
Total funds		2,147,736	1,383,619

CHARITY STATEMENT OF FINANCIAL POSITION (CONTINUED)
AS AT 31 MARCH 2021

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


Ann Green (Nov 29, 2021 17:59 GMT)

Ann M Green CBE
(Chair of Trustees)


RWSmith (Nov 26, 2021 18:06 GMT)

Richard Smith

Date: 22 September 2021

The notes on pages 20 to 46 form part of these financial statements.

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	23	741,052	(676,829)
		<hr/>	<hr/>
Cash flows from investing activities			
Bank interest	6	1,906	5,042
Purchase of tangible fixed assets	15	(197,107)	(128,833)
		<hr/>	<hr/>
Net cash used in investing activities		(195,201)	(123,791)
		<hr/>	<hr/>
Change in cash and cash equivalents in the year		545,851	(800,620)
Cash and cash equivalents at the beginning of the year		509,818	1,310,438
		<hr/>	<hr/>
Cash and cash equivalents at the end of the year	24	1,055,669	509,818
		<hr/> <hr/>	<hr/> <hr/>

The notes on pages 20 to 46 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies

1.1 Basis of preparation of financial statements

York Citizens' Theatre Trust Limited constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The Consolidated statement of financial activities (SOFA) and Consolidated balance sheet consolidate the financial statements of the charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of financial activities in these financial statements.

1.2 Going concern

The financial statements have been prepared on a going concern basis. The trustees have taken into account the guidance issued by the Financial Reporting Council on Going Concern assessments in determining that this is the appropriate basis of preparation of the financial statements. They have also considered the ongoing impact of the Coronavirus Pandemic and risks to funding in reaching a conclusion on Going Concern.

Following a review of the Charity's financial forecast to 31 March 2022 and its draft budget for the financial year 2022/23, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. As a consequence, the Trustees continue to adopt the going concern basis in preparing the financial statements.

1.3 Company status

The charity is a company limited by shares, incorporated in England and Wales. The company's registered office is as stated in the Trustees' Report.

The liability of each shareholder on winding up is limited to £1 for each share held.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.4 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.5 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Charitable trading activities

Income from theatre admission fees net of Box Office commission is included in charitable activity income in the period in which the relevant show takes place.

Commercial trading activities

Income from commercial activities is included in the period in which the group is entitled to receipt within raising funds.

Donations and grants

Income from donations and grants, including capital grants, are included in income when these are receivable, except as follows:

- When donors specify that donations and grants are given to the charity must be used in future accounting periods, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in income until the pre-conditions for use have been met.
- Grants received in relation to the government Coronavirus Job Retention Scheme (Furlough) have been recognised within other incoming resources. The grant is accounted for on the accruals basis once the related payroll return has been submitted.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included within restricted income when receivable.

Interest receivable

Interest is included when receivable by the charity.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity.

Certain expenditure is directly attributable to specific activities and has been included in the relevant cost categories.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include central functions that have been allocated to activity cost categories on a basis consistent with the use of resources.

Governance costs are those incurred in connection with compliance with constitutional and statutory requirements.

Expenditure on stage properties, scenery and effects is not capitalised (unless the properties, scenery and effects can be used in future productions), as it is considered that such costs more truly reflect direct production costs and are, therefore, written off in the financial year in which the relevant production opens.

Expenditure on raising funds includes all expenditure incurred by the Group to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.7 Basis of consolidation

The financial statements consolidate the accounts of York Citizens' Theatre Trust Limited and all of its subsidiary undertakings ('subsidiaries').

The charity has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and expenditure account.

The income and expenditure account for the year dealt with in the accounts of the charity was £764,116 surplus (2020: £478,329 deficit).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.8 Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

Grants received in relation to the government Coronavirus Job Retention Scheme (Furlough) have been recognised within other operating income. The grant is accounted for on the accruals basis once the related payroll return has been submitted

1.9 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Signal Box Theatre	- 11% straight line
Leasehold improvements	- Over expected life of the asset, varying from 6% - 43% straight line
Plant and equipment	- Over expected life of the asset, varying from 10% - 50% straight line
Motor vehicles	- 20% straight line

1.10 Investments

Investments in subsidiaries are valued at cost less provision for impairment.

1.11 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.12 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.13 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity from the date of acquisition or opening of the deposit or similar account.

1.14 Creditors and provisions

Creditors are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Creditors are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated statement of financial activities as a finance cost.

1.15 Financial instruments

The Group only has financial assets and financial liabilities 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.16 Pensions

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

1.17 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

(i) Support costs

Staffing and administration support costs are allocated across the activities of the theatre. Support costs are allocated on a basis consistent with the use of resources.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations				
Arts Council England, Yorkshire	794,552	-	794,552	587,254
Individual Giving and the 1774 Club	63,524	-	63,524	113,496
The Berwick Kaler Foundation	-	(1,683)	(1,683)	32,804
Patricia & Donal Shepherd Charitable Trust	-	-	-	30,000
Community giving donations	64,445	-	64,445	36,264
Grants				
Development Support Fund (COVID 19)	-	25,000	25,000	-
Culture Recovery Fund Grant	-	236,522	236,522	-
Other donations	1,640	4,552	6,192	57,625
Other grants	-	-	-	13,946
CYC Capital funding	-	509,175	509,175	-
	924,161	773,566	1,697,727	871,389
Total 2020	783,787	87,602	871,389	

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Admission fees (box office receipts)	8,719	17,000	25,719	2,268,276
Co-production income	-	-	-	11,431
Education and outreach	51,058	-	51,058	118,336
	59,777	17,000	76,777	2,398,043
Total 2020	2,398,043	-	2,398,043	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Props, electrical hire and merchandising	2,000	2,000	765
Lettings, room hire & corporate entertainment	-	-	14,371
Costume hire & making	4	4	12,193
	2,004	2,004	27,329
Total 2020	27,329	27,329	

Income from non charitable trading activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Other income	10,770	10,770	-
Bar sales	576	576	209,580
Cafe sales	(281)	(281)	233,312
Events, hire and performance income	(841)	(841)	92,877
Ice cream and sweet sales	505	505	85,354
Merchandise and programme sales	-	-	43,258
Box office services	(7,494)	(7,494)	167,048
	3,235	3,235	831,429
Total 2020	831,429	831,429	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest	1,906	1,906	5,042
	<hr/>	<hr/>	<hr/>
Total 2020	5,042	5,042	
	<hr/>	<hr/>	

7. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Other operating income	-	-	1,725
Sundry income	114,410	114,410	82,987
Tenancy income	7,000	7,000	11,443
Coronavirus job retention scheme income	747,268	747,268	-
Coronavirus business support grant	35,357	35,357	-
	<hr/>	<hr/>	<hr/>
	904,035	904,035	96,155
	<hr/>	<hr/>	<hr/>
Total 2020	96,155	96,155	
	<hr/>	<hr/>	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

8. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Marketing and fundraising	70,829	-	70,829	347,882
Trading activities	82,138	-	82,138	52,432
Costume hire & making	3,974	-	3,974	5,154
Fundraising trading expenses - wages costs	85,436	11,109	96,545	155,825
Fundraising trading expenses - NI	8,112	-	8,112	13,326
Fundraising trading expenses - pension costs	2,522	-	2,522	3,407
	253,011	11,109	264,120	578,026
Total 2020	578,026	-	578,026	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

8. Expenditure on raising funds (continued)

Other trading expenses

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bar purchases	3,519	3,519	49,210
Cafe purchases	2,937	2,937	91,489
Events, hire and performance cost of sales	10,340	10,340	89,347
Ice cream and sweets purchases	2,034	2,034	18,951
Merchandise and programme purchases	613	613	19,076
Box office service costs recharged	24,159	24,159	101,612
Box office service costs of sales	60,273	60,273	102,335
Administration expenses	4,102	4,102	55,977
Administration staff costs	239,575	239,575	254,726
	347,552	347,552	782,723
Total 2020	782,723	782,723	

Split between direct and support costs

	Direct cost of activities 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Cost of generating funds	124,139	42,169	166,308	505,662
Fundraising trading costs	11,700	86,112	97,812	72,364
Subsidiary trading costs	347,552	-	347,552	782,723
	483,391	128,281	611,672	1,360,749
Total 2020	1,231,883	128,866	1,360,749	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Admission fees (box office receipts)	850,117	254,038	1,104,155	3,475,734
Theatre tax relief	(35,143)	-	(35,143)	(207,669)
Education and outreach	132,126	35,925	168,051	191,275
Governance	16,492	-	16,492	13,315
	963,592	289,963	1,253,555	3,472,655
Total 2020	3,359,221	113,434	3,472,655	

10. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Operation of theatre	695,990	408,165	1,104,155	3,475,734
Theatre tax relief	(35,143)	-	(35,143)	(207,669)
Education and outreach	126,165	41,886	168,051	191,275
Governance	16,492	-	16,492	13,315
	803,504	450,051	1,253,555	3,472,655
Total 2020	2,465,109	1,007,546	3,472,655	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

11. Allocation of support costs

The trust allocates its support costs as shown in the table below. The support costs are allocated on a basis consistent with the use of resources.

	Operation of Theatre 2021 £	Allocated to cost of raising funds 2021 £	Total funds 2021 £	Total funds 2020 £
Administration salaries	121,172	55,274	176,446	212,647
Other staff costs	64,874	81	64,955	208,426
Premises costs	93,023	-	93,023	329,070
Computer, stationery and postage costs	24,594	627	25,221	35,953
Travelling and subsistence costs	-	-	-	8,331
Legal and professional costs	784	358	1,142	(475)
Other sundry expenses	18,577	13,997	32,574	45,917
Irrecoverable VAT	-	-	-	46,769
Depreciation, loss on disposal and impairment of fixed assets	127,026	57,944	184,970	249,773
Total 2021	450,050	128,281	578,331	1,136,411
Total 2020	1,007,545	128,866	1,136,411	

12. Net income/(expenditure)

This is stated after charging:

	2021 £	2020 £
Depreciation of tangible fixed assets: - owned by the charitable group	183,776	249,773
Auditor's remuneration - audit	12,000	11,150
Auditor's remuneration - other services	3,700	1,640
Loss on disposal of tangible fixed assets	1,194	-

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

13. Staff costs

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Wages and salaries	1,183,720	1,355,370	1,183,720	1,355,370
Social security costs	71,539	111,916	71,539	111,916
Contribution to defined contribution pension schemes	23,633	27,663	23,633	27,663
	1,278,892	1,494,949	1,278,892	1,494,949

The average number of persons employed by the charity during the year was as follows:

	Group 2021 No.	Group 2020 No.
Average monthly headcount	128	126

The average headcount expressed as full-time equivalents was:

	Group 2021 No.	Group 2020 No.
Permanent staff	26	43
Casual staff	17	18
	43	61

No employee received remuneration amounting to more than £60,000 in either year.

The average number of key management personnel in the year was 1 (2020: 2) and total key management personnel remuneration was £61,068 (2020: £130,015)

14. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no expenses were reimbursed or paid directly to Trustees (2020: £82 to 2 Trustees).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. Tangible fixed assets

Group and Charity

	Signal Box Theatre £	Leasehold Improvements £	Plant and machinery £	Motor vehicles £	Total £
Cost or valuation					
At 1 April 2020	9,733	1,521,331	1,071,312	7,000	2,609,376
Additions	-	112,698	84,409	-	197,107
Disposals	(8,779)	(196,452)	(78,157)	-	(283,388)
At 31 March 2021	954	1,437,577	1,077,564	7,000	2,523,095
Depreciation					
At 1 April 2020	6,893	723,313	780,646	7,000	1,517,852
Charge for the year	1,060	97,655	85,061	-	183,776
On disposals	(7,158)	(196,452)	(77,629)	-	(281,239)
At 31 March 2021	795	624,516	788,078	7,000	1,420,389
Net book value					
At 31 March 2021	159	813,061	289,486	-	1,102,706
At 31 March 2020	2,840	798,018	290,666	-	1,091,524

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

16. Fixed asset investments

	Investments in subsidiary companies £
charity	
Cost or valuation	
At 1 April 2020	3
At 31 March 2021	3
Net book value	
At 31 March 2021	3
At 31 March 2020	3

Principal subsidiaries

The following were subsidiary undertakings of the charity:

Names	Company number	Holding	Included in consolidation
York Theatre Royal Enterprises Limited	02909939	100%	Yes
York Theatre Productions Limited	09308382	100%	Yes

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss)/ Surplus/ (Deficit) for the year £	Net assets £
York Theatre Royal Enterprises Limited	610,717	(538,243)	72,474	72,476
York Theatre Productions Limited	131,150	(154,299)	(23,194)	1

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

17. Stocks

	Group 2021 £	Group 2020 £
Finished goods and goods for resale	3,333	11,003

18. Debtors

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
<i>Due within one year</i>				
Trade debtors	16,339	75,162	16,339	75,162
Amounts owed by group undertakings	-	-	215,656	366,819
Other debtors	272,871	367,113	57,214	294
Prepayments and accrued income	130,638	189,234	129,385	180,534
	419,848	631,509	418,594	622,809

19. Creditors: Amounts falling due within one year

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Bank overdrafts	-	5,208	-	5,208
Trade creditors	53,941	115,599	53,833	101,336
Amounts owed to group undertakings	-	-	67,814	1,121
Other taxation and social security	10,859	23,546	10,859	23,546
Other creditors	76,689	58,145	76,689	58,145
Accruals and deferred income	219,857	646,811	219,857	619,886
	361,346	849,309	429,052	809,242

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Deferred income at 1 April 2020	441,186	454,143	414,260	432,686
Resources deferred during the year	181,969	441,186	181,969	414,260
Amounts released from previous periods	(441,186)	(454,143)	(414,260)	(432,686)
	<u>181,969</u>	<u>441,186</u>	<u>181,969</u>	<u>414,260</u>

20. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
<i>Unrestricted funds</i>					
<i>Designated funds</i>					
Designated Fixed Asset Fund	<u>1,091,524</u>	<u>-</u>	<u>(184,970)</u>	<u>196,152</u>	<u>1,102,706</u>
<i>General funds</i>					
General funds	10,764	1,542,527	(1,082,931)	-	470,360
Enterprises	16,137	352,591	(296,254)	-	72,474
Share capital	41	-	-	-	41
	<u>26,942</u>	<u>1,895,118</u>	<u>(1,379,185)</u>	<u>-</u>	<u>542,875</u>
<i>Total Unrestricted funds</i>	<u>1,118,466</u>	<u>1,895,118</u>	<u>(1,564,155)</u>	<u>196,152</u>	<u>1,645,581</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

20. Statement of funds (continued)

Restricted funds

City of York Capital Fund	217,979	509,175	-	(196,152)	531,002
Partricia & Donald Shepherd Charitable Trust	29,082	-	(27,133)	-	1,949
Access All Areas	10,105	-	(625)	-	9,480
Arts Council Culture Recovery Fund	-	236,522	(236,588)	-	(66)
The Berwick Kaler Foundation	5,270	(1,683)	-	-	3,587
Patio Project	9,966	-	(450)	-	9,516
NT Connections	4,000	-	(4,000)	-	-
Other restricted funds	1,215	385	-	-	1,600
Shepherd group - Uniform Sponsorship	163	-	-	-	163
The Platform Project	3,507	-	-	-	3,507
Development Support Fund (COVID 19)	-	25,000	(11,109)	-	13,891
Travelling Panto Project Funding	-	17,000	(17,000)	-	-
Arts Council Training Grant	-	4,167	(4,167)	-	-
	281,287	790,566	(301,072)	(196,152)	574,629
Total of funds	1,399,753	2,685,684	(1,865,227)	-	2,220,210

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

20. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Unrestricted funds					
Designated funds					
Designated Fixed Asset Fund	1,212,464	-	(249,773)	128,833	1,091,524
Digital Post & Development Assistant Posts	71,957	-	-	(71,957)	-
Osbalwick Final Refurb & Relocation	11,356	-	-	(11,356)	-
	<u>1,295,777</u>	<u>-</u>	<u>(249,773)</u>	<u>45,520</u>	<u>1,091,524</u>
General funds					
General funds	130,175	3,310,356	(3,513,080)	83,313	10,764
Enterprises	141,825	831,429	(957,117)	-	16,137
Share capital	41	-	-	-	41
	<u>272,041</u>	<u>4,141,785</u>	<u>(4,470,197)</u>	<u>83,313</u>	<u>26,942</u>
Total Unrestricted funds	<u>1,567,818</u>	<u>4,141,785</u>	<u>(4,719,970)</u>	<u>128,833</u>	<u>1,118,466</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

20. Statement of funds (continued)

Restricted funds

BeSpectACTIVE	2,223	(894)	(1,329)	-	-
City of York Capital Fund	346,812	-	-	(128,833)	217,979
Patricia & Donald Shepherd Charitable Trust	25,291	30,000	(26,209)	-	29,082
Access All Areas	6,088	5,680	(1,663)	-	10,105
Arts Council Culture Recovery Fund	25,000	-	(25,000)	-	-
The Berwick Kaler Foundation	13,093	32,804	(40,627)	-	5,270
Patio Project	10,629	58	(721)	-	9,966
NT Connections	5,250	10,010	(11,260)	-	4,000
Other restricted funds	1,566	3,094	(3,445)	-	1,215
Shepherd group - Uniform Sponsorship	-	3,000	(2,837)	-	163
The Platform Project	-	3,850	(343)	-	3,507
	<u>435,952</u>	<u>87,602</u>	<u>(113,434)</u>	<u>(128,833)</u>	<u>281,287</u>
Total of funds	<u>2,003,770</u>	<u>4,229,387</u>	<u>(4,833,404)</u>	<u>-</u>	<u>1,399,753</u>

Restricted funds

City of York Capital fund - a donation of funding to support the Theatre with its ongoing capital costs and capital redevelopment projects. The transfer relates to the transfer of fixed assets from restricted to unrestricted funds, as the assets are held for general purposes.

Patricia and Donald Shepherd Charitable Trust Fund - funding received to support the provision of an Outreach Director to work with disadvantaged groups across the City.

Access All Areas - funding has been made from the Ed De Nunzio Charitable Trust to support the Access All Areas drama group. The group works with a group of young people aged 12-16 who are vulnerable, socially excluded or disadvantaged in some way and would not usually access out mainstream Youth Theatre.

Arts Council Culture Recovery Fund - This funding reflects the grant received and due for the round 1 bid for Cultural Recovery Funding.

The Berwick Kaler Foundation - The Foundation was set up in 2018 in celebration of Berwick's 40 years as York Theatre Royal's legendary pantomime Dame. The money raised supports community projects and enables disadvantaged people in our community – young and old – to enjoy theatre in its many forms.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Patio Project – these funds have been generated through a variety of appeals and events. The funds will be used for the redevelopment of the Patio area.

NT Connections – these funds were received from the National Theatre to support the 'Connections Project' at York Theatre Royal.

Other Restricted Funds – during the year we also received funding of £3,094 from the 'Pay It Forward' scheme, providing free tickets for disadvantaged groups to see a number of productions across the year.

Shepherd Group – funding was received to provide uniforms for all staff within the organisation.

The Platform Project – a grant from the Ed De Nunzio Charitable Trust to fund a collaborative project for 16-21 year olds from the Walmgate area of the City. The project will provide outreach workshops from SPARK York.

Development Support fund (COVID-19) - This donation from a private individual was received to support the ongoing cost of Fundraising and Marketing during the COVID-19 pandemic.

Travelling Panto Project funding - Donations were received from the Friends of York Theatre Royal and City of York Council Ward Funds to support the production of the Travelling Pantomime in December 2020.

Arts Council Training Grant - This grant was provided to support the ongoing professional development of the Chief Executive and Senior Management Team.

BeSpectACTIVE - a European project, funded by Creative Europe which is focussed on audience development, encouraging inter-cultural dialogue through the exchange of practices amongst professionals, artists and audiences in Europe.

Transfers

Transfers in the year represent the release of capital grant funding and the release of funds previously designated by the trustees in to General funds.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

21. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	1,091,524	-	(184,970)	196,152	1,102,706
General funds	26,942	1,895,118	(1,379,185)	-	542,875
Restricted funds	281,287	790,566	(301,072)	(196,152)	574,629
	1,399,753	2,685,684	(1,865,227)	-	2,220,210

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	1,295,777	-	(249,773)	45,520	1,091,524
General funds	272,041	4,141,785	(4,470,197)	83,313	26,942
Restricted funds	435,952	87,602	(113,434)	(128,833)	281,287
	2,003,770	4,229,387	(4,833,404)	-	1,399,753

22. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,102,706	-	1,102,706
Current assets	904,221	574,629	1,478,850
Creditors due within one year	(361,346)	-	(361,346)
Total	1,645,581	574,629	2,220,210

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

22. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	1,091,524	-	1,091,524
Current assets	876,251	281,287	1,157,538
Creditors due within one year	(849,309)	-	(849,309)
Total	1,118,466	281,287	1,399,753

23. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2021 £	Group 2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	820,457	(604,017)
Adjustments for:		
Depreciation charges	183,776	249,773
Bank interest	(1,906)	(5,042)
Loss on the sale of fixed assets	1,194	-
Decrease/(increase) in stocks	7,670	(1,511)
Decrease/(increase) in debtors	211,665	(142,781)
(Decrease)/increase in creditors	(481,804)	(173,251)
Net cash provided by/(used in) operating activities	741,052	(676,829)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

24. Analysis of cash and cash equivalents

	Group 2021 £	Group 2020 £
Cash in hand	1,055,669	515,026
Overdraft facility repayable on demand	-	(5,208)
Total cash and cash equivalents	1,055,669	509,818

25. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash in hand	515,026	540,643	1,055,669
Bank overdrafts repayable on demand	(5,208)	5,208	-
	509,818	545,851	1,055,669

26. Capital commitments

	Group 2021 £	Group 2020 £	Charity 2021 £	Charity 2020 £
Contracted for but not provided in these financial statements				
Acquisition of tangible fixed assets	16,483	-	16,483	-

27. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £23,633 (2020: £27,633). £5,007 (2020: £15,751) was payable to the fund at the Balance Sheet date and are included in creditors.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

28. Operating lease commitments

At 31 March 2021 the Group and the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2021 £	Group 2020 £
Not later than 1 year	45,838	83,338
Later than 1 year and not later than 5 years	113,161	131,749
Later than 5 years	351,979	379,229
	510,978	594,316

Of the commitments above, £488,229 (2020: £552,979) is payable to the York Conservation Trust in relation to rent.

29. Related party transactions

York Theatre Royal Enterprises Limited is a wholly owned subsidiary of York Citizens' Theatre Trust Limited. Some of the trustees of the charity are also directors of the company. At the year end, amounts owed to York Theatre Royal Enterprises Limited were £67,814 (2020: £1,119). During the year the charity received income from a management charge of £10,770 (2020: £34,296). In addition, the charity allocated grant of £172,712 to the subsidiary.

York Theatre Productions Limited is a wholly owned subsidiary of York Citizens' Theatre Trust Limited. Some of the trustees of the charity are also directors of the company. At the year end, amounts owed from York Theatre Productions Limited were £215,656 (2020: £366,819), this amount reflects tax credits due from the subsidiary.

During the year there was income of £nil (2020: £992) with York St John University, a charity in which Ann M Green was a trustee of during the year and Dr Ajivit Datta was a Foundation Committee member. A balance of £50 is owed from (2020: £218 owed from) the University by the charity as at the year end.

During the year expenditure totalling £nil (2020: expenditure totalling £nil) was paid to York Museums and Gallery Trust, a charity in which David R Jagger was a trustee during the year. A balance of £nil is owed to (2020: £162 owed to) the Trust from the charity as at the year end.

During the year expenditure totalling £nil (2020: £233) was paid to a legal firm of which Tiggy Clifford is a Designated LLP member for employment advice. A balance of £nil (2020: £317) is owed to the firm by the charity as at the year end.

There are no other related party transactions to disclose.