



Crompton Street

Wigan WN1 3SL

Annual Report for 2022 for the 78th

Annual General Meeting

to be held on Thursday 18th May 2023 at 8pm

Registered Charity (No 251806)

WIGAN LITTLE THEATRE – SECRETARY’S ANNUAL REPORT

Report to the 31st December 2022 for the 78th Annual General Meeting (AGM)

Also included are the minutes of the 2022 AGM

Dear Member,

I am pleased to present this report on the activities of Wigan Little Theatre during 2022, as required under the rules of Wigan Little Theatre (WLT).

In order to prepare for the forthcoming season, nominations and motions will be taken at the AGM to be approved by the membership. Nominations can be put forward for any of the electable positions in the theatre, i.e. Executive Committee, Bar and Business Managers, and trustee members of the Management Committee, including those already standing. The Management Committee will meet twelve days before the AGM on Saturday 6th May 2023 to consider any nominations and motions, which need to be **submitted to the Secretary not later than noon on that day.**

An Agenda paper stating names of all nominees and any proposed motions to the AGM will be forwarded only to members whose membership is fully paid for the current year (2023).

PLEASE NOTE:- Membership will lapse if subscriptions are not paid by the end of May 2023. Facilities will be available for members wishing to pay membership fees on the evening of the AGM.

Admission to the AGM will be by Agenda paper only.

If you wish to make a nomination or submit a motion, please note the following:

Nominations

- All nominations must contain a proposer, a seconder and a nominee who are all aged 18 years or over and fully paid up members of WLT for the current year (2023)
- The nominee must consent with his/her signature.

The nomination form is available on the website or can be requested from the secretary via secretary@wiganlittletheatre.co.uk

Motions Any motions must be presented to the Secretary, in writing, not later than noon on the day of the Management Committee Nominations meeting mentioned above.

Play Selection and Casting Committee (PSCC)

- PSCC nominations for the season commencing January 2024, should be submitted to the Secretary, **in writing**, before the **June 2023** Management Committee meeting. All members aged 18 years or over are eligible to be nominated.

Officers and Trustees as at 31st December 2022

President:	Mrs. M. Kinley
Vice Presidents:	Mr J Dean, Mrs. M. Finch , Mr. W. Collins
Chairman:	Mr. R. Shaw
Deputy Chairman:	Mrs. A. Woolley

Secretary: Mrs. K Davis
Treasurer: Mr. D Swift
Business Manager: Mr D Swift
Bar Manager: vacant

Management Committee Members and Trustees

Mesdames: L. DonBavand, E. Delaney, M. Schofield, T. Dawson,
T. Haywood
Messrs: P. Dawson, J. Wiswell, M.Green, O Rasburn

Membership as at 31st December 2022

Life members: 93
Adult members: 61
Senior members: 61
Honorary members: 8
Junior: 65
Unwaged: 19
Total: **288**

Sub-committee leaders as at 31st December 2022

Bar: vacant
Business Manager: Mr D Swift
Confectionery Sales: Mr. J. and Mrs. M. Naughton
Social activities: Mrs. T Dawson
House Maintenance: Mr. J. Churnside
Properties: Mrs. E. Delaney
Membership: Miss M. Schofield
PSCC: Mr. M. Green
Publicity: Mrs. A. Woolley
Front of House: Mrs. T Dawson
Technical: Mr. O Rasburn
Security: Mr. R. Shaw
Wardrobe: Ms S Vernon
Programmes: Ms G Davies

Management Committee attendances for 2022 — 12 meetings held

<i>Name</i>	<i>Possible attendances</i>	<i>Actual attendances</i>
Davis Katie	12	10
Dawson Paul	12	4

Dawson Tracey	12	6
Delaney Elaine	12	7
Donbavand Linda	12	11
Green Martin	7	6
Hampson Jenny	3	2
Haywood Tara	12	7
Rasburn Owen	12	9
Schofield Maureen	12	6
Shaw Ryan	12	12
Swift David	12	9
Wiswell Joey	12	10
Woolley Anne	12	11

Productions 2020—Auditorium capacity 230

Production

Teechers 71.1%

Towards Zero 65.5%

Albert Nobbs 66.6%

Around The World in 80 Days 64.6%

Curtain Up! 58.2%

Funny Money 68.3%

Treasure Island 57.2%

Dead Guilty 65.6%

Humpty Dumpty 98.3%

Dear Member,

There are many positive things to say about 2022. First of all I want to thank you all for your commitment to our theatre. Also a big thank you to those that have spent hours ensuring that our productions remain at their usual high standard. This involves everyone from actors, stage, backstage, props, stage building, bar, coffee, sweets, programme selling, box office, tech, wardrobe, dressing, directing, stage management, painting, maintenance, and merchandising. How fortunate are we that so many people give up their own time, and a lot of it, as volunteers and spend hours at WLT. This is an area that we always need extra member support.

We have certainly seen an increase in audience confidence since the bleak period of Covid and it has been heart warming to hear comments like, "I haven't laughed that much in ages", "I've enjoyed the show so much I'm going to buy a season ticket", "That's one of the best productions that I have ever seen". To mention just a few of the positive comments that have been said over 2022.

We started the year on a real high with a fabulous production of 'Teechers', followed by the thrilling 'Towards Zero', then we met 'Albert Nobbs' another big hit. We then travelled 'Around the World in 80 Days' bringing lots of laughs. 'Curtain Up' followed swiftly to much applause. Then the side splitting 'Funny Money' who can forget that cheese and pickle sandwich. Our Youth Theatre did us proud with their rendition of 'Treasure Island' and we then had the tense and scary 'Dead Guilty'. We of course finished on a massive high with 'Humpty Dumpty' hurrah.

It was also wonderful to see so many of our talented members from the 2022 season receive nominations for the NODA awards, and well deserved.

I have every faith that we will continue to provide wonderful productions over 2023 and continue to see our audiences build in confidence.

*Kind regards
Katie Davis
Secretary*

Message from the Chairman

Ryan Shaw welcomed everyone to the meeting and asked everyone to take a moment's silence to remember our deceased members in 2021.

Wigan Little Theatre

Minutes of the 77th Annual General Meeting held on Friday, 1st May 2022 at 8 p.m.

PRESENT:

74 members signed the register of attendance.

1. Apologies for absence

Apologies for absence were received from 24 members

The Chairman, Ryan Shaw, opened the meeting and welcomed everyone to the 77th Annual General Meeting.

2. Adoption of the minutes of the 76th Annual General Meeting

All present approved that the minutes were a true and accurate record.

Proposed by: Maureen Schofield

Seconded by: Paul Dawson

The adoption was carried.

3. Matters arising

Jack Dean asked if vice presidents and presidents who aren't voted on are trustees.
Ryan Shaw said the Charity Commission are fine with honorary position for life.

4. Adoption of the Secretary's Report (previously circulated)

Proposed by: P J Swift

Seconded by: S H

Anderson

The adoption was
carried.

5. Chairman's Report

Madam President, ladies and gentlemen.

At our last AGM I spoke in length about the covid shut down spanning the previous 18 months which covered much of 2020 and 2021. But I'd just like to reiterate the thanks I extended to all the people who continued in their roles throughout our closed period to support the theatre and ensure we could re-open with the theatre in the same good physical condition, financially stable and fully prepared to open with a new season.

In the second half of 2021 as covid restrictions started to lift it was nice to move from the Exec zoom committee meetings we'd been having throughout lockdown and reconvene with full committee meetings held here in person with all trustees present. The theatre started to come back to life with the rehearsals for panto and Teechers, All department leaders and their teams both front of house and back stage regrouped organised their areas in preparation for our usual WLT Pantomime, now in its new December position.

After much worrying from ourselves, the wider committee and I'm sure many others around the theatre as to whether we would actually make it and be able to open, crossing our fingers that no restrictions would be brought back and hoping we wouldn't have a covid outbreak amongst cast and crew which could force us to close on a sell-out show. We finally opened our doors to the public and amazingly panto was its usual success and went off without a hitch. Even when Mask wearing became mandatory mid-way through the run this didn't seem to put people off and the new December position was well received.

The theatre was bustling with excitement once more and it was hard to believe it had been dark and silent for 21 months.

Thank you to all our department leaders for bringing your teams back together and a wider thanks to the members who flocked back and volunteered in force. Keep up the good work and if you are on the fence about joining one of the teams, do it. Speak to the department leader tonight and give it a go, All areas still need more people.

Thanks to Richard Holmes for all his hard work as Business manager. Richard chose to resign at the end of last year leaving big shoes to fill. David Swift has kindly volunteered to step into this role as the Acting Business manager and I am sure going forward he will continue Richards good work

I must at this point Thank our outgoing treasurer Peter Hall who announced his intent to resign at our previous AGM. Where do I start, Peter has held this position for many years now and I am sure we can all agree the theatre has had a healthy financial position under his management. Not only this but Peter has been a great source of support both on committee and to myself and other former chairmen for which I would like to say a personal thank you. Ladies and gentlemen Please join me in showing our appreciation for all his hard work which words cannot do justice.

Thank you Mr Treasurer.

As this AGM is to cover events in 2021 I won't say too much about this year however, what I will say is we have had some amazing productions so far, although you may have noticed our audiences have been a little smaller than pre covid. By no means are we playing an empty house however, I am sure you will agree it is always nice to see this auditorium at capacity. While we have a great presence on social media, our website and other publicity we all know Word of mouth is still the most powerful advertisement. With 250 members we should be more than capable of getting those seats filled again. so please tell your family and friends to get booking tickets for our amazing season.

It's wonderful to be back and running our regular programme once again - here's to an amazing year.

Thank you.

6. Treasurer's Report

Madam President – fellow members of Wigan Little Theatre.

I am pleased to present the Financial Statements for the year ending 31st December 2021.

And I am pleased because, at one stage, it looked as though we would not get going again before the end of the year, and have nothing to present! But – mercifully - the lockdown was lifted and our coffers were filled by a sell-out pantomime and pre-season ticket sales for 2022. Probably the only good things to come from the Coronavirus restrictions were the change of pantomime dates from January to December (which many have advocated for some time), and the alignment of the season ticket sales with the financial year. That said, there isn't an awful lot else to talk about.

In simplistic terms, for the year 2021, our support costs (maintenance, utility bills, insurance, security, wages etc) outweighed our income (from grants, donations and such ticket sales, bar sales and merchandising as we managed) by £34,000 pounds. This follows 2020's trading loss of £28,000. As I said at the AGM last October, we were extremely fortunate to have had such a healthy financial position when the pandemic struck in March 2020. Because we, like all other businesses, have experienced two extraordinary years, some of the numbers in the accounts may need some explanation. Does anyone have a question that I can try to answer?

There were no questions

In that case I would like to propose that the financial report for 2021 be formally adopted by this meeting.

Seconded by?

Adopted unanimously by the meeting.

Thank you.

Over the past 22 years, I have been very proud, for 18 of those 22, to be Honorary Treasurer of Registered Charity 251806 – Wigan Little Theatre. Please note that, whilst it always has been an honour, Honorary doesn't mean that – it just means unpaid. I want to express my gratitude to all those lovely, hardworking, talented members and friends who have supported me since 2000. I couldn't possibly hope to name you all without missing someone, so I won't even try. You know who you are – so thank you to you all. Please give David Swift the same support you have afforded me over the years. He is extremely experienced and well qualified for the job and I am sure he will become a worthy Treasurer.

I am also indebted to Clare Jady, Angela Hilton and Margaret O'Halloran of Hull Jady Accountants for their help and advice throughout the year. They already know David from work he does for another charity and I hope they will quickly form a good working relationship.

It has been suggested that I won't know what to do with myself! Take a look at our garden, my appalling golf swing, unfinished DIY tasks etc etc – I have plenty to do! Not forgetting years of deferred holidays to catch up on. If I may pass on a couple of observations from my experiences. Firstly, molehills too quickly become mountains in this place. Minor disputes

should be nipped in the bud before any lasting damage is done. Secondly, as I said to the 2019 AGM, ensure that what is presented on this stage is of really excellent quality in every way, and you will have no problem filling the 230 seats of this magnificent auditorium.

I said a moment ago I wasn't going to thank anyone by name. I lied. Most of you will realise what a drain on your time amateur theatre can be. Priorities become skewed and domestic bliss often becomes a thing of the past. And so, for her long-suffering patience and unflinching support both here and at home, I want to thank the love of my life – my wife Pat!

7. Election of Officers and Management Committee

The Chairman stated that there was no need for an election as the number of people who were leaving the Committee would be replaced by the same number of members nominated. The Committee and Trustee members going forward will be:

Officers:

President:	Margaret Kinley
Chair:	Ryan Shaw
Treasurer:	David Swift
Deputy Chair:	Anne Woolley
Secretary:	Katie Davis
Vice President:	Jack Dean
Vice President:	Margaret Finch
Vice President:	Bill Collins
Bar Manager:	Vacant
Business Manager:	David Swift

Management Committee members:

Linda DonBavand
Tara Haywood
Paul Dawson
Maureen Schofield
Elaine Delaney
Tracey Dawson
Martin Green
Owen Rasburn
Joey Wiswell

8. Election of Auditors

The Treasurer proposed that HullJady Accountants should continue as auditors for the coming year. The proposal was carried.

Proposed: David Swift

Seconded: Peter Hall

9. Consideration of any Motions/Rule changes

No motions

9. Any Other Business

D Campbell suggested leaflets being distributed for publicity

L Steggals suggested considering plastic glasses as It is common practise in most theatres for drinks to be taken into the auditorium. This will be discussed at the June Committee meeting. B Kenrick added that reusable plastic glasses were a good idea.

Ryan Shaw closed the meeting

WIGAN LITTLE THEATRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

WIGAN LITTLE THEATRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr P Dawson
Mrs A Woolley
Mrs T Dawson
Mrs M Finch
Ms E Delaney
Mrs M Kinley
Miss M Schofield
Mr R Shaw
Mrs L Donbavand
Mr J Dean
Mr W Collins
Mrs K Davis
Miss T Haywood
Mr J Wiswell
Mr O Rasburn
Mr D Swift
Mr M Green

(Appointed 13 May 2022)

Charity number

251806

Principal address

44 Crompton Street
Wigan
Lancashire
England
WN1 3SL

Independent examiner

HullJady
41 Bridgeman Terrace
Wigan
Lancashire
United Kingdom
WN1 1TT

WIGAN LITTLE THEATRE

CONTENTS

	Page
Trustees' report	1 - 3
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 16

WIGAN LITTLE THEATRE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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)".

Objectives and activities

Pursuant to the Friendly Societies Act 1896 and the special authority of 3 July 1878, the objectives are to promote education in the fine arts amongst members of the public and, in particular to increase the appreciation and understanding amongst members of the public of the arts of drama, mime, dance, singing and music by the establishment of a permanent theatre in Wigan, the production and presentation of plays of merit and the organisation and presentation of lectures and readings.

Wigan Little Theatre continues to fulfil a vital role on the local Arts scene. We own, operate, and maintain the only independent, self-sufficient live theatre in the borough of Wigan and Leigh. With over seventy-five years of successful productions, we continue to deliver quality entertainment utilising our redoubtable band of willing member volunteers, and local talent.

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

Achievements and performance

Following the reopening of the theatre in late 2021, the season now runs from January to December, culminating with the annual pantomime. During the year to 31 December 2022, 9 productions were presented, including the pantomime and a play performed by the youth theatre.

Financial review

Full operations returned in 2022, resulting in a surplus of £31,650 on a turnover of £217K. This was primarily due to the significant amount of income resulting from the highly successful pantomime. The percentage of total available tickets sold for each production is shown below:

- Teechers: 71.1%
- Towards Zero: 65.5%
- Albert Nobbs: 66.6%
- Around The World In 80 Days: 64.6%
- Curtain Up!: 58.2%
- Funny Money: 68.3%
- Treasure Island: 57.2%
- Dead Guilty: 65.6%
- Humpty Dumpty: 98.3%

This has resulted in an increase in the Charity's reserves including its bank balance at 31 December 2022 to £648,101 from £616,451 at 31 December 2021.

An Amazon Business Prime account has been created, for approved use by the treasurer and the costume and properties departments. This allows the theatre opportunities to take advantage of applicable promotional discounts, reduced pricing and delivery costs.

Retainer agreements have been entered into with some suppliers to spread the cost over the financial year.

WIGAN LITTLE THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level of £35,000 equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

Regular and season ticket prices remain unchanged for 2023 and a new business sponsorship scheme has been launched.

The charity will continue to operate 9 shows in the 2023 year with a view to discussing a reduction to 8 shows in the 2024 year.

The trustees are undergoing a plan for continued improvements to the fabric of the building including the lighting and are still considering how best to utilise the former bar area downstairs.

Structure, governance and management

The charity is controlled by its governing document, The Rules of Wigan Little Theatre, amended February 1967, May 1972 and January 2001 and constitutes an unincorporated charity.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr P Dawson

Mrs A Woolley

Mrs T Dawson

Mrs M Finch

Mr P Hall

(Resigned 13 May 2022)

Ms E Delaney

Mrs M Kinley

Miss M Schofield

Mr R Shaw

Mrs L Donbavand

Mr J Dean

Mr W Collins

Mrs K Davis

Miss T Haywood

Mr J Wiswell

Mr O Rasburn

Mr D Swift

Miss J Hampson

(Appointed 13 May 2022 and resigned 10 September 2022)

Mr M Green

(Appointed 13 May 2022)

Trustees are appointed each year at the Annual General Meeting and are selected to provide the board with a wide range of expertise and experience .

The trustees meet on a monthly basis throughout the year. There is an annual general meeting and extraordinary general meetings are held if required.

WIGAN LITTLE THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees' report was approved by the Board of Trustees.

Mr D Swift

Trustee

19 May 2023

WIGAN LITTLE THEATRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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 judgements 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 in operation.

The trustees are responsible for keeping sufficient accounting records that 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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

WIGAN LITTLE THEATRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WIGAN LITTLE THEATRE

I report to the trustees on my examination of the financial statements of Wigan Little Theatre (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Clare Jady FCA

HullJady

41 Bridgeman Terrace
Wigan
Lancashire
WN1 1TT
United Kingdom

Dated: 19 May 2023

WIGAN LITTLE THEATRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Income from:</u>			
Donations and legacies	3	10,217	27,678
Charitable activities	4	155,104	38,854
Other trading activities	5	51,245	9,470
Investments	6	228	19
Total income		216,794	76,021
<u>Expenditure on:</u>			
Charitable activities	7	185,144	110,037
Net income/(expenditure) for the year/ Net movement in funds		31,650	(34,016)
Fund balances at 1 January 2022		616,451	650,467
Fund balances at 31 December 2022		648,101	616,451

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

All income and expenditure derive from continuing activities.

WIGAN LITTLE THEATRE

BALANCE SHEET

AS AT 31 DECEMBER 2022

		2022		2021	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	12		491,911		497,913
Current assets					
Stocks	13	3,946		2,280	
Debtors	14	5,458		8,900	
Cash at bank and in hand		204,040		169,166	
		<u>213,444</u>		<u>180,346</u>	
Creditors: amounts falling due within one year	15	<u>(57,254)</u>		<u>(61,808)</u>	
Net current assets			156,190		118,538
Total assets less current liabilities			<u>648,101</u>		<u>616,451</u>
Income funds					
Unrestricted funds			648,101		616,451
			<u>648,101</u>		<u>616,451</u>

The financial statements were approved by the Trustees on 19 May 2023

Mr D Swift
Trustee

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

Charity information

Wigan Little Theatre is a charity registered with the Charity Commission for England and Wales. .

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds are subject to specific conditions by donors as to how they may be used.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.5 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. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2.5% Reducing Balance
Plant and equipment	15% Reducing Balance
Fixtures and fittings	15% Reducing Balance
CCTV	15% Reducing Balance
Heating System	15% Reducing Balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.11 Taxation

The charity is exempt from tax on its charitable activities.

Irrecoverable vat

The irrecoverable VAT is apportioned on a pro-rata percentage basis and added back to individual expense items.

1.12 Employee benefits

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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	4,030	1,540
Government Covid Grants	5,167	25,623
Membership fees	1,020	515
	<u>10,217</u>	<u>27,678</u>

4 Charitable activities

	Charitable Income	Charitable Income
	2022	2021
	£	£
Production ticket sales	153,641	38,854
Ancillary trading income	1,463	-
	<u>155,104</u>	<u>38,854</u>

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Bar & kiosk sales	<u>51,245</u>	<u>9,470</u>

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	228	19
	<u>228</u>	<u>19</u>

7 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2022	2021
	£	£
Production costs	45,372	19,573
Bar trading	16,968	4,808
Sweets, ices & merchandise	4,685	1,351
Box office	3,060	3,868
	<u>70,085</u>	<u>29,600</u>
Share of support costs (see note 8)	108,993	75,539
Share of governance costs (see note 8)	6,066	4,898
	<u>185,144</u>	<u>110,037</u>

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

8 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	14,454	-	14,454	11,752	-	11,752
Depreciation	19,949	-	19,949	20,627	-	20,627
Rates & water	4,978	-	4,978	1,918	-	1,918
Insurance	13,193	-	13,193	9,995	-	9,995
Light & heat	15,245	-	15,245	9,022	-	9,022
Telephone	2,534	-	2,534	2,620	-	2,620
Printing, postage & stationery	16,156	-	16,156	4,675	-	4,675
Sundries	286	-	286	138	-	138
Repairs & renewals	11,550	-	11,550	6,848	-	6,848
Cleaning	2,666	-	2,666	4,116	-	4,116
CCTV & security	4,596	-	4,596	2,406	-	2,406
Bank charges	3,386	-	3,386	1,422	-	1,422
Accountancy	-	6,066	6,066	-	4,898	4,898
	<u>108,993</u>	<u>6,066</u>	<u>115,059</u>	<u>75,539</u>	<u>4,898</u>	<u>80,437</u>
Analysed between						
Charitable activities	<u>108,993</u>	<u>6,066</u>	<u>115,059</u>	<u>75,539</u>	<u>4,898</u>	<u>80,437</u>

Governance costs includes payments to the Independent Examiners of £3,000 (2021- £2,100) for independent examination fees.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Cleaners	2	2
Caretaker	1	1
Total	<u>3</u>	<u>3</u>

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

10	Employees	(Continued)	
	Employment costs	2022	2021
		£	£
	Wages and salaries	14,454	11,752
		<u> </u>	<u> </u>

There were no employees whose annual remuneration was more than £60,000.

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

12 Tangible fixed assets

	Freehold land and buildings £	Plant and equipment £	Fixtures and fittings £	CCTV £	Heating System £	Total £
Cost						
At 1 January 2022	617,740	62,605	114,290	8,454	10,381	813,470
Additions	-	12,330	1,669	-	-	13,999
	<u>617,740</u>	<u>74,935</u>	<u>115,959</u>	<u>8,454</u>	<u>10,381</u>	<u>827,469</u>
At 31 December 2022	617,740	74,935	115,959	8,454	10,381	827,469
Depreciation and impairment						
At 1 January 2022	163,460	38,024	99,348	7,172	7,552	315,556
Depreciation charged in the year	11,357	5,537	2,492	192	424	20,002
	<u>174,817</u>	<u>43,561</u>	<u>101,840</u>	<u>7,364</u>	<u>7,976</u>	<u>335,558</u>
At 31 December 2022	174,817	43,561	101,840	7,364	7,976	335,558
Carrying amount						
At 31 December 2022	<u>442,923</u>	<u>31,374</u>	<u>14,119</u>	<u>1,090</u>	<u>2,405</u>	<u>491,911</u>
At 31 December 2021	<u>454,280</u>	<u>24,581</u>	<u>14,941</u>	<u>1,282</u>	<u>2,829</u>	<u>497,913</u>

WIGAN LITTLE THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

13 Stocks

	2022 £	2021 £
Raw materials and consumables	3,946	2,280

14 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Other debtors	2,752	2,261
Prepayments and accrued income	2,706	6,639
	5,458	8,900

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Deferred income	14,506	14,724
Trade creditors	2,112	6,578
Other creditors	34,101	36,573
Accruals and deferred income	6,535	3,933
	57,254	61,808

16 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).