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HENLEY AMATEUR OPERATIC &
DRAMATIC SOCIETY

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2025

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

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FOR THE YEAR ENDED 31 MAY 2025

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HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2025

GENERAL INFORMATION

HOLDING TRUSTEES:	Mrs N C Diamond J C Luker (resigned November 2024) Mrs A Burley (from November 2024) Miss S A Moon (from November 2024)	
PRESIDENT:	Simon Williams	
MANAGEMENT COMMITTEE: (TRUSTEES OF THE CHARITY)	Jake T. Willett Julie Huntington Mrs J E Smith Samantha Riley Bryan Villars FCA Ann Jenkin Alex Staunton Hugh Legh	Chair (resigned November 2024) Chair (from November 2024) Secretary Membership secretary Treasurer Vice-Chair (from November 2024)
INDEPENDENT EXAMINER:	N M Smith BFP, ACA, CTA Villars Hayward LLP Chartered Accountants, Registered Auditors and Chartered Tax Advisers Boston House Henley-on-Thames RG9 1DY	
REGISTERED CHARITY NO:	259404	
PRINCIPAL OFFICE:	c/o Mrs J E Smith 13 Singers Close Henley-on-Thames RG9 1HD	
BANKERS:	Barclays Bank plc Leicester LE87 2BB CCLA Investment Management Limited COIF Charity Funds 85 Queen Victoria Street London EC4V 4ET	

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

ANNUAL REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MAY 2025

The Trustees present their report with the financial statements of the Charity for the year ended 31 May 2025.

Reference and Administration Information

This information is provided on page 1.

Structure, Governance and Management

Governing Document

The society is a registered charity. The charity's initial trust document was amended on the 13 September 1995, and this sets out the objectives, constitution, membership, subscriptions, election, management and productions procedures. A new updated Constitution was approved at an EGM called for that purpose on 23 May 2011.

Methods of Recruiting and Appointing New Trustees

Under the governing amended trust document, the section relating to the Trustees determines that –

- (i) up to four Holding Trustees shall be appointed by the Chairman and Committee presently in office;
- (ii) the Trustees of the Charity (the Management Committee) shall be appointed annually by the Members of the Society at the Annual General Meeting, and the maximum number including Officers shall not exceed 14.

Risk Management

Major risks to which the charity is exposed have been identified. The Trustees regularly assess production budget controls and the financial risks associated with any major expenditure for refurbishment and repair of property.

Objects and Activities for the Public Benefit

The objects of the Society are:

- (a) to further the Operatic and Dramatic Arts, and
- (b) to assist, by making donations, such charitable institutions as the Society shall from time to time decide.

The society seeks to fulfil its objectives by staging a variety of shows in which many amateurs and volunteers are involved, thus encouraging a variety of people into acting. The society also undertakes fundraising ventures both to support the productions undertaken and to obtain money to pass to miscellaneous charitable causes. The members at the AGM determine the charitable causes and the amounts to be donated.

The activities and management of the affairs and property of the Society by the Trustees shall be reviewed annually by the committee and a report submitted to the Members of the Society at the Annual General Meeting.

Section 4 of the Charities Act 2011/2006 requires the charity trustees to comply with their duty to have due regard to the public benefit guidance published by the Charity Commission in exercising their powers or duties. The trustees confirm that they have referred to this guidance when reviewing the organisation's aims and objectives and in planning future activities.

Membership of the Society is open to all members of the community with an annual subscription of £15. Acting members pay an additional fee for any productions in which they are cast. Auditions are open to all and larger productions are normally staged at the Kenton Theatre, Henley-on-Thames, with tickets available to all from the theatre box office. Other Society activities and smaller productions take place in the HAODS studio adjoining the Kenton Theatre.

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

ANNUAL REPORT OF THE TRUSTEES (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

Achievements and Performance

During the past year the society put on in the Studio a production of Woyzek and the annual dinner theatre which this year was Keeping Up Appearances. In addition, two productions were staged in the Kenton Theatre – Hairspray, which was very successful, and Grease which had similar costs but lower ticket sales and was less successful financially as a result.

Financial Review

Studio Lettings continued at a similar level at the new rates and outstanding rental arrears were reduced, leading to a smaller loss on running the Studio this year.

Production fees paid by the casts are now included with basic annual subscriptions which has reduced the income previously attributed to individual shows, and consequently a net loss is shown on productions.

Grants have been received from the local authorities towards expenditure on repairs and improved lighting in the studio, a proportion of which income has been carried forward as the work was not all completed at the end of the financial year.

Plans for the Future

In the current year the productions in the Kenton Theatre will be We Will Rock You and Footloose, while the dinner theatre will as usual take place in the Studio, early in 2026.

Statement of Trustees' Responsibilities

The Trustees are required by the Charities Act 2011 to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- i) to select suitable accounting policies and then apply them consistently;
- ii) make judgements and estimates that are reasonable and prudent;
- iii) state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- iv) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

ANNUAL REPORT OF THE TRUSTEES (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

Reserves Policy

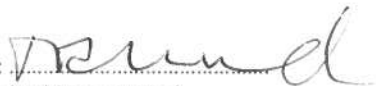
It is the policy of the charity where possible to maintain unrestricted funds at a level which allows advance expenditure for each production prior to the receipt of ticket sales and the day-to-day administration costs and charitable donations which may from time to time be agreed by the Trustees.

Independent Examiner


The Trustees intend to ask the existing independent examiner to undertake the independent examination of the Charity in the following year.

On behalf of the Board of Trustees:

Signed:


(Holding Trustee)

Signed:


B R Villars FCA (Treasurer)

Date: 25-11-2025

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

I report on the financial statements of the Trust for the year ended 31 May 2025 which are set out on pages six to thirteen.

Respective Responsibilities of Trustees and Examiners

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

N M Smith BFP, ACA CTA
Villars Hayward LLP
Chartered Accountants,
Registered Auditors and
Chartered Tax Advisers
Boston House
Henley-on-Thames
RG9 1DY

Nicholas Smith BFP, ACA, CTA

Date:

24 November 2025

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING INCOME & EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MAY 2025

<i>Unrestricted Funds</i>					
	<u>Notes</u>	<u>General Fund</u>	<u>Studio Fund</u>	<u>Total Funds 2025</u>	<u>Total Funds 2024</u>
		£	£	£	£
Income and endowments from:					
Donations and subscriptions	4	5,130	-	5,130	1,169
Charitable activities	7	50,880	-	50,880	14,555
Charitable activities - prior period		-	-	-	147
Other trading activities					
Fund Raising & Social Events	5	4,158	-	4,158	5,538
Studio	6	12,688	-	12,688	12,388
Investments	8	469	-	469	502
Total		<u>73,325</u>	<u>-</u>	<u>73,325</u>	<u>34,299</u>
Expenditure on:					
Raising funds					
Fund Raising & Social Events	5	1,824	-	1,824	2,317
Studio	6	11,324	2,892	14,216	16,122
Charitable Activities:					
Theatrical Productions	7	52,066	-	52,066	10,384
Administrative expenses	9	3,645	-	3,645	3,471
Total		<u>(68,859)</u>	<u>(2,892)</u>	<u>(71,751)</u>	<u>(32,294)</u>
Net income/(expenditure)		4,466	(2,892)	1,574	2,005
Transfers between funds		(2,892)	2,892	-	-
Net Movement in funds		<u>1,574</u>	<u>-</u>	<u>1,574</u>	<u>2,005</u>
Reconciliation of Funds					
Total funds brought forward		10,984	127,829	138,813	136,808
Total funds carried forward		<u>12,558</u>	<u>127,829</u>	<u>140,387</u>	<u>138,813</u>
		=====	=====	=====	=====

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

STATEMENT OF FINANCIAL POSITION

- as at -


31 MAY 2025

	<u>Notes</u>	<u>2025</u>	<u>2024</u>
		£	£
<u>Fixed assets</u>			
Leasehold Land & Buildings	10	111,115	114,027
Studio Equipment	10	1,136	1,514
Total Fixed assets		<u>112,251</u>	<u>115,541</u>
<u>Current assets</u>			
Debtors		4,857	8,254
Prepayments - Future Productions		1,277	860
Prepayments - Others		1,150	1,000
Cash at Bank and In Hand		32,650	18,317
Total Current assets		<u>39,934</u>	<u>28,431</u>
<u>Liabilities</u>			
Creditors: Amounts falling due within one year			
Creditors and accruals	11	(11,798)	(5,159)
Net current assets		<u>28,136</u>	<u>23,272</u>
Total net assets		<u>140,387</u>	<u>138,813</u>
Funds of the charity:			
<u>UNRESTRICTED FUNDS</u>			
General Fund	13	12,558	10,984
Studio Fund	13	127,829	127,829
Total charity funds		<u>140,387</u>	<u>138,813</u>

Approved by the Board of Trustees on

2025 and signed on its behalf by

Signed:  (Holding Trustee)

Signed:  (Treasurer)
B R Villars FCA

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2025

1. Accounting Policies

(a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)-(Charities SORP (FRS 102)).

Henley Amateur Operatic and Dramatic Society meets the definition of a public benefit entity under FRS 102.

(b) Fund Accounting

Unrestricted funds

- The general fund is available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- The Designated Studio Fund is an unrestricted fund originally created by the trustees from donations for the construction of the building and since augmented by transfers from the General Fund.

(c) Income Recognition Policies

Items of income are recognised and included in the Statement of Financial Activities when all the following criteria are met:

- The Charity has entitlement to the funds;
- Any performance conditions attached to the item(s) of income have been met or are fully within the control of the Charity;
- There is sufficient certainty that the receipt of the income is considered probable, and
- The amount can be measured reliably.

Income tax recoverable on interest received is recognised on the date the income is received.

(d) Incoming Resources

All incoming resources other than subscriptions are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of subscriptions and donations. Subscription income is credited to the statement of financial activities in the period when it is received. No adjustment is made in respect of subscriptions outstanding or received in advance. Donations are included in the statement of financial activities when receivable.
- Investment income is credited to income when receivable.
- Incoming resources from charitable activities are accounted for in the period when the production takes place. Income is deferred when admission fees are received in advance of the performances to which they relate.

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

(e) Resources expended

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 recognised on an accruals basis and includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.
- Charitable activities include the expenditure incurred in mounting theatrical productions during the year and amounts donated to other charities as agreed by members at the AGM.

(f) Tangible Fixed Assets and Depreciation

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions are not capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Leasehold land	-	Nil
Studio building	-	over 50 years
Studio equipment	-	25% on the reducing balance

No depreciation is deemed necessary by the trustees on leasehold land as it is considered that its residual value is higher than cost. The term of the lease was 999 years from 24 August 1982.

2. Related party transactions and trustees' remuneration

No trustee received any remuneration as trustees during the year (2024 - £Nil). The Studio cleaning charges of £6,134 (2024 - £6,148) were paid to a company owned by a Trustee – S Riley.

3. Taxation

The charity is exempt from Corporation Tax on its charitable activities.

4. Donations & Subscriptions

	General Fund £	Studio Fund £	2025 £	2024 £
Subscriptions and production fees	5,130	-	5,130	669
Donations	-	-	-	500
	<u>5,130</u>	<u>-</u>	<u>5,130</u>	<u>1,169</u>

Note: In previous periods production fees have been included under income for individual productions.

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

5. Fund Raising & Social Events	Funds	Expenses	Net	
			Income/(Expenditure)	
			2025	2024
<u>Fund Raising</u>	£	£	£	£
Wardrobe Hire & Sales	130	-	130	130
Private Production (Aviator)	250	(100)	150	-
Bar Sales	3,208	(1,724)	1,484	1,484
Proceeds of Raffles	570	-	570	-
Total Fund Raising	4,158	(1,824)	2,334	1,614
6. The Studio	General Fund	Studio Fund	Net	
			Income/(Expenditure)	
	£	£	2025	2024
<u>Income</u>	£	£	£	£
Rent/Hirings	11,128	-	11,128	12,373
Equipment hire	60	-	60	15
Grants	1,500	-	1,500	-
	12,688	-	12,688	12,388
<u>Expenditure</u>				
Cleaning	6,134	-	6,134	6,383
Repairs & Renewals	731	-	731	890
Insurance	1,110	-	1,110	970
Electricity	1,712	-	1,712	2,214
Gas and Water	-	-	-	434
SODC Rates	104	-	104	138
Sundries (including rubbish clearance)	1,155	-	1,155	1,696
Depreciation of Equipment	378	-	378	505
Depreciation of Studio Building	-	2,892	2,892	2,892
	(11,324)	(2,892)	(14,216)	(16,122)
Net Surplus/(Deficit)	1,364	(2,892)	(1,528)	(1,828)

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

7. Studio Productions (Excluding Bar Sales)

	<u>— Studio —</u>		<u>— Theatre —</u>		
		Keeping Up			
	Woyzek	Appearances	Hairspray	Grease	Total
Income					
Ticket sales	864	11,070	22,194	15,013	49,141
Sponsorship	-	-	884	355	1,239
S.O.D.C Grant for Signing	-	-	-	500	500
	<hr/> 864	<hr/> 11,070	<hr/> 23,078	<hr/> 15,868	<hr/> 50,880
Expenditure					
Theatre rent	-	-	3,600	3,816	7,416
Theatre commission recharge	-	-	826	631	1,457
Royalties	-	510	4,261	4,890	9,661
Scores and scripts	-	-	754	-	754
Sound and lighting	-	-	2,750	-	2,750
Music and orchestra	-	-	820	3,340	4,160
Wardrobes and make up	116	-	530	1,364	2,010
Scenery and props	160	562	5,112	5,360	11,194
Programmes	45	136	510	450	1,141
Catering	-	6,537	-	-	6,537
Sundry	-	-	311	-	311
Fees: Director	-	-	700	-	700
Musical Director	-	-	750	750	1,500
Choreography	-	-	90	750	840
Signer	-	-	-	317	317
Printing and publicity	65	393	374	486	1,318
	<hr/> 386	<hr/> 8,138	<hr/> 21,388	<hr/> 22,154	<hr/> 52,066
Surplus/(Deficit)	<hr/> 478	<hr/> 2,932	<hr/> 1,690	<hr/> (6,286)	<hr/> (1,186)

8. Investment Income

	2025	2024
Derived from:	£	£
Interest on Deposit Fund	469	502
	===	==

9. Administrative expenses

	2025	2024
	£	£
Administration and Sundries	591	591
Subscriptions, Licences & Insurances	1,206	800
Independent Examiner's Fees	1,848	1,777
Website Costs	-	303
	<hr/> 3,645	<hr/> 3,471
	=====	=====

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

10. Tangible Fixed Assets

	Leasehold Land and Buildings	Studio Equipment	Totals
<u>COST</u>	£	£	£
At 1 June 2024	155,365	23,607	178,972
Additions/(Disposals) in year	-	-	-
At 31 May 2025	155,365	23,607	178,972
<u>DEPRECIATION</u>			
At 1 June 2024	41,358	22,093	63,451
Charge for the year	2,892	378	3,270
At 31 May 2025	44,250	22,471	66,721
<u>NET BOOK VALUE</u>			
At 31 May 2025	111,115	1,136	112,251
	=====	=====	=====
At 31 May 2024	114,027	1,514	115,541
	=====	=====	=====

All of the above assets are used in the furtherance of the Charity's objects.

11. Creditors and Accruals

	2025	2024
	£	£
Creditors	9,492	2,909
Accruals	2,306	2,250
	11,798	5,159
	=====	=====

HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2025

12. Analysis of Net Assets/(Liabilities) between Funds

	Unrestricted Funds		
	Designated Fund		Total
	General Fund	Studio Fund	
	£	£	£
Tangible Fixed Assets	1,136	111,115	112,251
Cash at Bank and in Hand	22,650	10,000	32,650
Debtors and prepayments	7,284	-	7,284
Creditors and Accruals	(11,798)	-	(11,798)
Interfund indebtedness	(6,714)	6,714	-
Balance of funds at 31 May 2025	12,558	127,829	140,387

13. Funds

	At 1 June 2024	Income	Expenditure	Transfers between Funds	At 31 May 2025
	£	£	£	£	£
Unrestricted Funds					
General Funds	10,984	73,325	(68,859)	(2,892)	12,558
Designated Funds					
Studio Fund	127,829	-	(2,892)	2,892	127,829
	138,813	73,325	(71,751)	-	140,387