

The City of Plymouth Theatre Company

Report & financial statements

For the year ended 31 December 2020

The City of Plymouth Theatre Company

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City of Plymouth Theatre Company

Legal and administrative information

Registered charity number-264997

Registered office

The Devonport Playhouse
Fore Street
Devonport
Plymouth
PL1 4DN

Committee members

Mrs A O'Brien (Chairman)
Mr B Gerry (Vice Chairman)
Mrs R Tyson (Secretary)
Mrs T Eastham (Treasurer)
Mrs J Wood
Mrs D Jarman
Mr J Alford
Mr A Statton
Ms E Smith
Mr T Outterside

Trustees

Mr D Cloke
Mr T Savery
Mrs A O'Brien

Secretary

Mrs R Tyson

Treasurer

Mrs T Eastham

Independent Examiner

Ian Sheppard
Sheppards Accountants Limited
22 The Square
The Millfields
Plymouth PL1 3JX

Bankers

Lloyds Bank plc
Royal Parade
Plymouth

City of Plymouth Theatre Company

Report of the Committee

The Committee present their report together with the financial statements of the charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

The charity is constituted under a trust deed dated 9 January 1973 and is a registered charity number 264997.

The objects of the charity are the preservation of the Devonport Playhouse and the production of musical shows.

Organisation

The committee comprises a chairman, vice chairman, secretary, treasurer, and three others voted for by the members. There are also four co-opted members on the committee. The committee who served for the period covered by the financial statements are set out on page 1.

The committee are elected for one year after which they may put themselves forward for re-election. The committee meet during the year to discuss the charity's affairs.

Financial review and investment policy

The charity purchased the Devonport Methodist Church and converted it into a theatre. The charity purchased the building using a mortgage advance.

The charity receives income from subscriptions, donations, hiring of the playhouse and costumes, interest on surplus funds and from shows put on by the members.

There are no restrictions on the committee's powers to invest.

Reserves Policy

Surplus funds are invested in an interest bearing deposit account to ensure ready availability for productions and repairs to the playhouse. The committee's policy is to ensure sufficient funds are held for two small productions and a surplus for unexpected repairs.

Risk management

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm systems have been established to enable regular reports to be produced so necessary steps can be taken to mitigate the risks.

The committee's responsibilities in relation to the financial statements

Charity law in England and Wales requires the committee 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 year end. In preparing the financial statements the committee are required to

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is inappropriate to do so

The City of Plymouth Theatre Company

Report of the Committee continued

The committee's responsibilities in relation to the financial statements continued

The committee are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure the financial statements comply with the Charities Acts. 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.

Approved by the committee and signed on their behalf by

**Mrs A O'Brien
Chairman**

Independent Examiner's report to the Committee of The City of Plymouth Theatre Company

I report on the accounts for the year ended 31 December 2020 set out on pages 5 to 8.

Respective responsibilities of the Committee and Examiner

The charity's committee are responsible for the preparation of the accounts. The committee 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 required.

It is my responsibility to

- examine the accounts 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 the Independent Examiner's report

My examination was carried out in accordance with the General Directives given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a true and fair view and the report is limited to those matters set out in the statements below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention 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 accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met, or to which in my opinion attention should be drawn in order to enable a proper understanding to be reached.

Ian Sheppard FCA
Sheppards Accountants Limited
22 The Square
The Millfields
Plymouth
PL1 3JX

Dated

The City of Plymouth Theatre Company

Statement of financial activities for the year ended 31 December 2020

	2020	2019
	£	£
Incoming resources		
Subscriptions	2,645	3,530
PYTC	5,088	10,861
Costume and prop hiring	55	404
Devonport Playhouse hiring	1,805	12,341
Interest received	16	15
Sundry income	5,238	8,030
Donations	452	646
Grants	11,334	-
Net deficit/surplus on productions		
Thoroughly Modern Millie (Note 8)	-559	
The Sound of Music (Note 9)	-1,752	
High School Musical		332
Chitty Chitty Bang Bang		3,048
Avenue Q		620
Madagascar Jnr		1,319
Total incoming resources	24,322	41,146
Resources expended		
Telephone	1,565	1,241
Post & stationery	714	920
Repairs & renewals	20,721	14,115
Sundry expenses	1,223	3,488
Rates & water	671	2,308
Licences & insurance	2,373	2,155
Light & heat	5,292	5,788
Depreciation	377	419
Accountancy	660	660
PYTC	960	3,448
Cleaning	2,100	4,119
Subscriptions	914	746
	37,570	39,407
Net deficit/surplus	-13,248	1,739
Opening balance	£126,438	124,699
Closing balance	£113,190	£126,438

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