

ERITH THEATRE GUILD LIMITED

England & Wales · Charity number 265765

Details

Other names ERITH THEATRE GUILD LIMITED (REGISTERED CHARITY)

Status Registered

Legal form Charitable company

Company number [00445825](#)

Registered 1974-11-07

Register [View on the Charity Commission register](#)

Contact

Address The Guild Playhouse
38-40 Erith High Street
Erith
Kent

Phone 01322 334084

Email etgplayhouse@gmail.com

Website www.playhouse.org.uk

Activities

Objects: TO MAINTAIN, IMPROVE AND ADVANCE EDUCATION, PARTICULARLY BY THE PRODUCTION OF EDUCATIONAL PLAYS AND THE ENCOURAGEMENT OF THE ARTS, INCLUDING THE ARTS OF DRAMA, MIME, DANCE, SINGING, MUSIC AND CINEMA PARTICULARLY, BUT WITHOUT IN ANY WAY IMPOSING A LIMITATION, IN ERITH IN THE COUNTY OF KENT, AND ITS IMMEDIATE VICINITY AND TO FORMULATE, PREPARE AND ESTABLISH SCHEMES THEREFOR.

Activities: Erith Theatre Guild is an entirely voluntary organisation for the promotion of the performing arts (drama, pantomime, music and dance) in South East London and North West Kent through the provision and maintenance of a community theatre known as Erith Playhouse. The theatre is available primarily for productions by Erith Playhouse Ltd but also to other local societies, schools of dance and bands.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** ERITH KENT AND ITS IMMEDIATE VICINITY
- Bexley
- Bromley
- Croydon
- Greenwich
- Kent
- Lewisham

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£49,063	£53,844	-	-
2023-08-31	£46,331	£57,196	-	-
2022-08-31	£43,196	£45,801	-	-
2021-08-31	£30,565	£44,108	-	-
2020-08-31	£52,575	£44,901	-	-

Trustees

Name	Role	Appointed
Adam Matthew Davies		2019-01-30
Carolynn Grace Birmingham		2025-03-10
Eoghan Lawlor		2026-02-11
Hannah Pocock		2019-01-30
Jacqueline Clare Mitchell		2025-03-10
Jane Cavanagh		2026-02-11
Jaquelyn Clare Fenton		2023-01-25
Kelly Randall		2026-02-11
Nicola Katherine Guenigault		2023-04-05

ERITH THEATRE GUILD LIMITED

England & Wales - Charity number 265765

Accounts

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

The Company is a Registered Charity No. 265765

REPORT AND ACCOUNTS 2024

COMPANY NUMBER: 445825

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TRUSTEES

M BATE	:	CHAIRMAN	A. DAVIES
R. BUTLER	:	VICE - CHAIRMAN	J. FENTON
N. GUENIGAULT	:	TREASURER	H. POCOCK
P PEARCE	:	SECRETARY	D. WITHAM
			T. HOPKINS
			D. LEESE

SECRETARY AND REGISTERED OFFICE

P PEARCE
38-40 Erith High Street
Erith
Kent DA8 1QY

INDEPENDENT EXAMINER

M S Finnis ACA, ACCA
OPASS BILLINGS WILSON & HONEY LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

BANKERS

Co-operative Bank plc
Olympic house
6 Olympic Court
Montford Street
Salford
M5 2QP

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT

The Trustees present their Report and unaudited Accounts of the Company for the year ended 31st August 2024. The Financial Statements comply with the Charities Act 2011, the Companies Act 2006, the Charities SORP FRS 102 and the Charities (accounts and reports) Regulations 2008.

Governing Document

Erith Theatre Guild is a company limited by guarantee (company number 445825) and a registered charity (charity number 265765). The company was incorporated on 28 November 1947 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Article of Association, as amended 13 July 1950, 18 June 1969 and 12 December 1973.

Board of Trustees

A J Woolliscroft	(Resigned 24/01/2024)
J Fenton	
A Davies	
N Guenigault	
D Witham	
H Pocock	
R Butler	
M Bate	
T Hopkins	(Appointed 24/01/2024)
D Leese	(Appointed 24/01/2024)
P Pearce	

The Company is Limited by Guarantee and therefore does not have any Share Capital.

Appointment of Members of the Board of Trustees

The Directors of the charitable company ("the Charity") are its Trustees for the purpose of Charity Law and throughout this Report are collectively referred to as the Members of the Board of Trustees. As set out in the Articles of Association, if there is at any time a vacancy in the Membership a new Trustee may be appointed by the Trustees in a General Meeting.

Induction and Training of Members of the Board of Trustees

Most new members of the Board of Trustees are already familiar with the practical work of the charity, having been involved with it for a number of years. They also undergo a short training session whereby they are familiarised with; the obligations of the Board of Trustees, the main documents which set out the operational framework of the charity including the memorandum and article, the current financial position and future plans and objectives.

Objects of the Charity

The charity's objective is to maintain, improve and advance education, particularly by the production of educational plays and the encouragement of the arts, including the arts of drama, mime, dance, singing, music and cinema particularly, but without in any way imposing a limitation.

During the period the Company's principal activity continued to be that of the undertaking of activities intending to promote the Arts of the Theatre.

To achieve these objectives the theatre has been rented to Erith Playhouse Limited for the production of the above, whilst continually maintaining and developing the theatre premises.

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Statement of Trustees' Responsibilities

Company Law 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 Company and of the Profit or Loss of the Company for that period. In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Organisational Structure

The charity's Board of Trustees is currently made up of 10 members who meet regularly and are responsible for deciding the strategic policy and direction of the charity. There is a scheme of delegation in place whereby the day to day responsibility for the charity and the responsibility for ensuring the long term objectives are met rests with the Chairman, Vice Chairman, Treasurer and Secretary.

Review of Activities and Future Developments

The financial year ending 31 August 2024 has remained challenging for the Guild in running the theatre. Inflationary rises have seen significant cost pressures, in particular insurance costs. The cost-of-living crisis continues to mean that the Theatre is operating at difficult times when for many seeing a show is still a luxury. The number of regular patrons booking for every show has seen a significant reduction. We have continued to notice a significant shift away from advanced bookings which makes planning difficult.

During the last year general maintenance has been planned and completed to keep in line with health and safety laws and to keep the theatre at a high standard for both our members and audiences. We've started extensive work on the theatre roof to fix a significant issue with leaking. This will be completed early in the next financial year to avoid the winter month. The Board is updating and prioritising the projects list to ensure that we plan for potential investment in the theatre. There is still a great need to focus on how the theatre can reduce energy costs going forward and such projects will be prioritised after essential health and safety works.

We are delighted that Erith Playhouse Ltd has been able to deliver a full and varied season of shows for both our audiences and members to enjoy.

The Guild Playhouse has once again been able to allow its doors to open to other arts groups, supporting other arts organisations. This year has seen shows from the Nicky Bate School of Dance, The Two Bows, Erith Operatic Society, Theatre Box and Paula Gosnell Dance School.

The Board wishes to thank all members who have in any way supported the theatre over the past year. The wide variety of which really isn't possible without the support of our members on stage, offstage and front of house.

As always there is still a need for all members to pull together to support as even giving a small amount of time can have a impact. This will help us to all ensure that we can continue both run and enjoy this vital asset to the community.

Volunteers

The charity is totally dependant on the services of volunteers for all aspects of running the charity.

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Investment Policy

It is the policy of the charity to utilise the majority of the incoming resources in the short term for the furtherance of the charity's objectives. As a result there are few funds available for new long term investment. The charity does own the leasehold of the theatre which ties up a significant amount of the available reserves of the charity. The theatre is maintained to a high standard in order to preserve and enhance the value of this investment.

Reserves Policy

The unrestricted funds are expendable at the discretion of the Board of Trustees in furtherance of the objects of the charity. The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are also held to cover possible emergency repairs to the theatre and other expenditure.

Working Capital	100,000
Future repairs to the Theatre premises	40,000
Investment in the theatre premises, stage equipment and other items of equipment	<u>123,000</u>
Total Unrestricted Funds	<u>263,000</u>

Risk Policy

It is in the nature of voluntary organisations that expertise and know-how can become concentrated amongst a few individuals such that their indisposition could result in operational difficulties.

The Board of Trustees have reviewed the major risks to which the charity is exposed.

Erith Theatre Guild Limited's main source of income is from the covenanted surplus generated annually by it's linked trading company, Erith Playhouse Limited . In turn Erith Playhouse Limited's main source of income is from ticket sales for the 9 shows presented in the Spring and Autumn seasons each year. This income is supplemented by other trading activities including bar and sweet kiosk sales, the fortunes of which are inevitably linked to the shows they support.

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Risk Policy (Cont....)


Both Erith Theatre Guild Limited and Erith Playhouse Limited are amateur organisations staffed entirely by volunteers, who in many cases have jobs by day. The main risks to income at Erith Playhouse Limited can be summarised as:-

- in the event that a production cannot proceed, if for example key members or a significant number of the cast became ill immediately before or during a production, there would be loss of income related to foregone ticket sales and related turnover at the bar and the kiosk. At the same time expenditure already committed to a production (with the exception of licence fees) could not be recouped. Because some three shows are under preparation at any one time, and there is no system of understudies, it is unlikely that cast members could be replaced at short notice;
- there would also be a fall in income in the event that Playhouse productions were unpopular or badly presented. This could result in depressed ticket sales not only for a specific production which fell below the necessary standard but also in the nature of a knock-on effect later in the season. In other words the theatre lives by its reputation, and to sustain this a healthy membership and good directors are essential;
- the Board also needs to be vigilant to matters of public safety and the safety of members, much of which liability is insured. However it is also to provide up to date, comfortable facilities. Much of the income is spent on updating and improving the building, and there is an ongoing, rolling programme of improvement and maintenance;
- allied to the above, there is the risk of damage to the building, its facilities or services which can severely prejudice a production. Loss of goodwill and audience confidence can have a damaging long term effect. To this extent the Board has a policy of always maintaining uncommitted funds (currently £40,000) against the possibility of immediate or essential maintenance's

Accountants

M Finnis ACA, ACCA of Messrs Opass Billings Wilson & Honey LLP has indicated his willingness to be re-appointed and a resolution to give effect to this will be proposed at the Annual General Meeting of the Company.

BY ORDER OF THE BOARD



M. BATE - Chairman

Dated: 10-04-2025

Independent Examiner's Report to the Trustees of Erith Theatre Guild Limited

I report on the accounts of the company for the year ended 31st August 2024 which comprise the statement of financial activities, statement of financial position and the related notes.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. 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
3. to state whether particular matters have come to my attention.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



M Finnis ACA, ACCA
Opass Billings Wilson & Honey LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

10 April 2025
Date

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST AUGUST 2024

	<u>Notes</u>	<u>Unrestricted Funds</u>		<u>Total Funds</u>	
		<u>Capital Fund</u>	<u>General Fund</u>	<u>2024</u>	<u>2023</u>
		<u>£</u>	<u>£</u>		<u>£</u>
<u>INCOME</u>					
Donations and Legacies	2 (a)	-	36,316	36,316	33,471
Investment Income	2 (b)	-	1,810	1,810	796
Other Income	2 (c)	-	10,937	10,937	12,064
		<hr/>	<hr/>	<hr/>	<hr/>
Total Income		-	49,063	49,063	46,331
		<hr/>	<hr/>	<hr/>	<hr/>
<u>EXPENDITURE</u>					
Charitable activities	3	-	53,844	53,844	57,196
		<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditure		-	53,844	53,844	57,196
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds		-	(4,781)	(4,781)	(10,865)
Total Funds Brought Forward 1st September 2023		<u>3,234</u>	<u>264,696</u>	<u>267,930</u>	<u>278,795</u>
Total Funds Carried Forward at 31st August 2024		<u>3,234</u>	<u>259,915</u>	<u>263,149</u>	<u>267,930</u>

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL POSITION

31ST AUGUST 2024

	<u>Schedule</u>	<u>2024</u>		<u>2023</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	5		125,850		140,469
<u>CURRENT ASSETS</u>					
Erith Playhouse Ltd		28,967		41,046	
Debtor		325		-	
Prepayments		6,424		5,920	
Cash at Bank and in Hand		<u>107,193</u>		<u>86,823</u>	
			<u>142,909</u>		<u>133,789</u>
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>					
Accruals and Deferred Income		<u>5,609</u>		<u>6,328</u>	
			<u>5,609</u>		<u>6,328</u>
<u>NET CURRENT ASSETS</u>			<u>137,300</u>		<u>127,461</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>			<u>263,149</u>		<u>267,930</u>
<u>CAPITAL AND RESERVES</u>					
Capital Fund - Unrestricted			3,234		3,234
General Fund - Unrestricted			<u>259,915</u>		<u>264,696</u>
			<u>263,149</u>		<u>267,930</u>

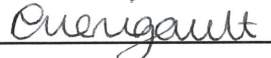
For the year ending 31 August 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- (i) The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- (ii) The trustee acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on....., and are signed on behalf of the board by:


 _____ M. BATE


 _____ N. GUENIGAULT

10-04-25 **Dated**

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2024

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice : FRS 102 SORP.

b) Incoming Resources

Voluntary income including donations, covenants and subscriptions that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.
Investment income is recognised on a receivable basis.
Income from charitable activities includes theatre rental income which is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

c) Grant Income

The company did not receive any income from grants during the year.

d) Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related costs are recognised as goods or services are supplied.

- Charitable activities include expenditure associated with the maintenance and general running of the theatre and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

e) Depreciation Rates

Depreciation is charged to Theatre Expenses on the Company's Assets on the following basis:-

- (i) Electrical Equipment at 15% per annum on the reducing balance of the Assets.
- (ii) General Stage Equipment at 15% per annum on the reducing balance of the Assets.
- (iii) Auditorium Refurbishment on straight line basis over 20 years.
- (iv) Lease on straight line basis over 60 years.
- (v) Property Improvements 10 year straight line.

f) In the opinion of the Directors the Profit and Loss Account formats required by Format 1 of schedule 1 to the 2008 regulations (Companies Act 2006) are inappropriate and may be liable to mislead. The format of the Statement of Financial Activities forming part of these Accounts affords, in the view of the Directors, a more satisfactory and informative presentation of a true and fair view of the Company's results and has been adopted accordingly.

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2024

g) Financial Instruments

The theatre 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.

h) Debtors

Debtors are initially recorded at fair value and are assessed for impairment at each year end date. If any impairments exist the debtors are remeasured to the present value of the expected future cash inflows.

i) Creditors

Creditors are initially recorded at fair value and are then remeasured to the present value of the expected future cash outflows.

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2024

	<u>Schedule</u>	<u>Unrestricted Funds</u>		<u>Total</u> <u>2024</u> £	<u>Total</u> <u>2023</u> £
		<u>Capital</u>	<u>General</u>		
		<u>Fund</u> <u>2024</u> £	<u>Fund</u> <u>2024</u> £		
2. INCOME					
a) Donations and Legacies					
Donations	-	10,500	10,500		812
Erith Playhouse Limited (under covenant)	-	23,538	23,538		31,043
Membership Subscriptions	-	2,278	2,278		1,616
		-	36,316	36,316	33,471
b) Investment income					
Bank Interest Received	-	1,810	1,810		796
		-	1,810	1,810	796
c) Other Income					
Rental income Erith Playhouse Limited	-	6,000	6,000		6,000
Theatre Hire	-	3,557	3,557		6,064
Member's Party Income	-	1,380	1,380		-
		-	10,937	10,937	12,064
TOTAL INCOME		-	49,063	49,063	46,331

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2024

	<u>Schedule</u>	<u>Unrestricted Funds</u>		
		<u>Capital Fund 2024</u>	<u>General Fund 2024</u>	<u>Total 2024</u>
3. EXPENDITURE				<u>Total 2023</u>
a) Costs directly related to activities				
Theatre Rent and Rates		-	1,464	1,464
Theatre Insurance		-	20,386	20,386
Theatre Repairs and Maintenance		-	4,547	4,547
		-	26,397	26,397
b) Support costs allocated to activities				
Telephone		-	2,142	2,142
Postage and Stationery		-	30	30
General Expenses		-	3,892	3,892
Advertising		-	-	-
Related Depreciation		-	14,618	14,618
Theatre Heating		-	4,951	4,951
Governance Costs	3c)	-	1,814	1,814
		-	27,447	27,447
TOTAL EXPENDITURE		-	53,844	53,844
c) Governance costs				
Accountancy Fee		-	1,250	1,250
(Over)/Under provision of Accountancy Fee		-	344	344
Bookkeeping		-	220	220
		-	1,814	1,814

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2024202420234. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	£	£
Depreciation	14,618	15,428

5. TANGIBLE ASSETS

	<u>Freehold Land</u>	<u>Leasehold Property & Improvements</u>	<u>Electrical Equipment</u>	<u>General Stage Equipment</u>	<u>Auditorium Refurbishment</u>	<u>Total</u>
<u>Cost</u>						
Balance Brought Forward	104	134,933	50,270	10,773	182,304	378,384
Additions	-	-	-	-	-	-
Balance Carried Forward	104	134,933	50,270	10,773	182,304	378,384
<u>Depreciation</u>						
Balance Brought Forward	-	79,701	39,647	10,712	107,856	237,916
Depreciation for the year	-	5,192	1,593	9	7,824	14,618
Balance Carried Forward	-	84,893	41,240	10,721	115,680	252,534
<u>Net Book Values at:</u>						
31st August 2024	104	50,040	9,029	52	66,625	125,850
31st August 2023	104	55,232	10,623	61	74,448	140,469

6. DEBTORS20242023

Erith Playhouse Ltd	28,967	41,046
Debtors	325	-
Prepayments	6,424	5,920
	35,716	46,966

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2024

	<u>2024</u>	<u>2023</u>
7 <u>CASH AT BANK AND IN HAND</u>		
Bank Current Account	42,713	24,153
Deposit Account	43,769	42,351
Building Society Account	20,711	20,319
	<u>107,193</u>	<u>86,823</u>
	<u><u>107,193</u></u>	<u><u>86,823</u></u>
8. <u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>		
Accruals and Deferred Income	3,266	3,805
Other Creditors	1,000	1,000
VAT	1,343	1,523
	<u>5,609</u>	<u>6,328</u>
	<u><u>5,609</u></u>	<u><u>6,328</u></u>

9. CONTINGENT LIABILITIES

As part of the new Lease Agreement for the Theatre with the Local Authority, Erith Theatre Guild Limited will be required to carry out various improvements and repairs to the property.

10. CALLED UP SHARE CAPITAL

The Company is Limited by Guarantee not having a Share Capital.

11. RELATED PARTY TRANSACTIONS

During the year the company received £23,538 under Deed of Covenant from Erith Playhouse Limited.
During the year the company received £6,000 from Erith Playhouse Limited for the hire of the theatre.
At the year end the company was owed £28,967 by Erith Playhouse Limited.
The companies are related by virtue of them being under the control of the same board of directors.

ERITH THEATRE GUILD LIMITED

England & Wales - Charity number 265765

Accounts

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

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REPORT AND ACCOUNTS 2023

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TRUSTEES

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R. BUTLER	:	VICE - CHAIRMAN	J. FENTON
N. GUENIGAULT	:	TREASURER	H. POCOCK
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			A. WOOLLISCROFT

SECRETARY AND REGISTERED OFFICE

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INDEPENDENT EXAMINER

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ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT

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Board of Trustees

D Tallowin	<i>(Resigned 25th January 2023)</i>
G Frosdick	<i>(Resigned 25th January 2023)</i>
A J Woolliscroft	
A Davies	
D Whitham	
P Pearce	
H Pocock	
M Bate	
R Butler	
N Guenigault	<i>(Appointed 5th April 2023)</i>
J Fenton	<i>(Appointed 25th January 2023)</i>

The Company is Limited by Guarantee and therefore does not have any Share Capital.

Appointment of Members of the Board of Trustees

The Directors of the charitable company ("the Charity") are its Trustees for the purpose of Charity Law and throughout this Report are collectively referred to as the Members of the Board of Trustees. As set out in the Articles of Association, if there is at any time a vacancy in the Membership a new Trustee may be appointed by the Trustees in a General Meeting.

Induction and Training of Members of the Board of Trustees

Most new members of the Board of Trustees are already familiar with the practical work of the charity, having been involved with it for a number of years. They also undergo a short training session whereby they are familiarised with; the obligations of the Board of Trustees, the main documents which set out the operational framework of the charity including the memorandum and article, the current financial position and future plans and objectives.

Objects of the Charity

The charity's objective is to maintain, improve and advance education, particularly by the production of educational plays and the encouragement of the arts, including the arts of drama, mime, dance, singing, music and cinema particularly, but without in any way imposing a limitation.

During the period the Company's principal activity continued to be that of the undertaking of activities intending to promote the Arts of the Theatre.

To achieve these objectives the theatre has been rented to Erith Playhouse Limited for the production of the above, whilst continually maintaining and developing the theatre premises.

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Statement of Trustees' Responsibilities

Company Law 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 Company and of the Profit or Loss of the Company for that period. In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Organisational Structure

The charity's Board of Trustees is currently made up of 9 members who meet regularly and are responsible for deciding the strategic policy and direction of the charity.

There is a scheme of delegation in place whereby the day to day responsibility for the charity and the responsibility for ensuring the long term objectives are met rests with the Chairman, Vice Chairman, Treasurer and Secretary.

Review of Activities and Future Developments

The financial year ending 31 August 2023 has remained challenging. Inflationary rises have seen significant cost pressures, in particular utility costs. The cost-of-living crisis means that the Theatre is operating at difficult times when for many seeing a show is a luxury. We have noticed a significant shift away from advanced bookings which makes planning difficult. The Board of Management have considered this when reviewing our pricing and hiring models.

During the last year general maintenance has been planned and completed to keep in line with health and safety laws and to keep the theatre at a high standard for both our members and audiences. We've had some significant issues with drainage, particularly affecting the toilets which has required substantial investment. The Board is updating and prioritising the projects list to ensure that we plan for potential investment in the theatre. There is still a great need to focus on how the theatre can reduce energy costs going forward and such projects will be prioritised after essential health and safety works.

The Guild Playhouse has once again been able to allow its doors to open to other arts groups, supporting other arts organisations. This year has seen shows from the Nicky Bate School of Dance, The Two Bows, Erith Operatic Society, Theatre Box and Paula Gosnell Dance School.

The Board wishes to thank all members who have in any way supported the theatre over the past year. We have seen a wide variety of shows which really isn't possible without the support of our members on stage, offstage and front of house.

As always there is still a need for all members to pull together to support the Theatre to ensure that we can continue both run and enjoy this vital asset to the community.

Volunteers

The charity is totally dependant on the services of volunteers for all aspects of running the charity.

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Investment Policy

It is the policy of the charity to utilise the majority of the incoming resources in the short term for the furtherance of the charity's objectives. As a result there are few funds available for new long term investment. The charity does own the leasehold of the theatre which ties up a significant amount of the available reserves of the charity. The theatre is maintained to a high standard in order to preserve and enhance the value of this investment.

Reserves Policy

The unrestricted funds are expendable at the discretion of the Board of Trustees in furtherance of the objects of the charity. The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are also held to cover possible emergency repairs to the theatre and other expenditure.

Working Capital	100,000
Future repairs to the Theatre premises	40,000
Investment in the theatre premises, stage equipment and other items of equipment	<u>120,000</u>
Total Unrestricted Funds	<u><u>260,000</u></u>

Risk Policy

It is in the nature of voluntary organisations that expertise and know-how can become concentrated amongst a few individuals such that their indisposition could result in operational difficulties.

The Board of Trustees have reviewed the major risks to which the charity is exposed.

Erith Theatre Guild Limited's main source of income is from the covenanted surplus generated annually by its linked trading company, Erith Playhouse Limited. In turn Erith Playhouse Limited's main source of income is from ticket sales for the 10 shows presented in the Spring and Autumn seasons each year. This income is supplemented by other trading activities including bar and sweet kiosk sales, the fortunes of which are inevitably linked to the shows they support.

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Risk Policy (Cont....)

Both Erith Theatre Guild Limited and Erith Playhouse Limited are amateur organisations staffed entirely by volunteers, who in many cases have jobs by day. The main risks to income at Erith Playhouse Limited can be summarised as:-

- in the event that a production cannot proceed, if for example key members or a significant number of the cast became ill immediately before or during a production, there would be loss of income related to foregone ticket sales and related turnover at the bar and the kiosk. At the same time expenditure already committed to a production (with the exception of licence fees) could not be recouped. Because some three shows are under preparation at any one time, and there is no system of understudies, it is unlikely that cast members could be replaced at short notice;
- there would also be a fall in income in the event that Playhouse productions were unpopular or badly presented. This could result in depressed ticket sales not only for a specific production which fell below the necessary standard but also in the nature of a knock-on effect later in the season. In other words the theatre lives by its reputation, and to sustain this a healthy membership and good directors are essential;
- the Board also needs to be vigilant to matters of public safety and the safety of members, much of which liability is insured. However it is also to provide up to date, comfortable facilities. Much of the income is spent on updating and improving the building, and there is an ongoing, rolling programme of improvement and maintenance;
- allied to the above, there is the risk of damage to the building, its facilities or services which can severely prejudice a production. Loss of goodwill and audience confidence can have a damaging long term effect. To this extent the Board has a policy of always maintaining uncommitted funds (currently £20,000 - £25,000) against the possibility of immediate or essential maintenance's

Accountants

M Finnis ACA, ACCA of Messrs Opass Billings Wilson & Honey LLP has indicated his willingness to be re-appointed and a resolution to give effect to this will be proposed at the Annual General Meeting of the Company.

BY ORDER OF THE BOARD



M. BATE - Chairman

Dated: 15-03-2024

Independent Examiner's Report to the Trustees of Erith Theatre Guild Limited

I report on the accounts of the company for the year ended 31st August 2023 which comprise the statement of financial activities, statement of financial position and the related notes.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. 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
3. to state whether particular matters have come to my attention.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



M Finnis ACA, ACCA
Opass Billings Wilson & Honey LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

15-03-2024

Date

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST AUGUST 2023

	<u>Notes</u>	<u>Unrestricted Funds</u>		<u>Total Funds</u>	
		<u>Capital Fund</u>	<u>General Fund</u>	<u>2023</u>	<u>2022</u>
		<u>£</u>	<u>£</u>		<u>£</u>
<u>INCOME</u>					
Donations and Legacies	2 (a)	-	33,471	33,471	31,514
Investment Income	2 (b)	-	796	796	562
Other Income	2 (c)	-	12,064	12,064	11,120
		<hr/>	<hr/>	<hr/>	<hr/>
Total Income		-	46,331	46,331	43,196
		<hr/>	<hr/>	<hr/>	<hr/>
<u>EXPENDITURE</u>					
Charitable activities	3	-	57,196	57,196	45,801
		<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditure		-	57,196	57,196	45,801
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds		-	(10,865)	(10,865)	(2,605)
Total Funds Brought Forward 1st September 2022		<hr/>	<hr/>	<hr/>	<hr/>
		3,234	275,561	278,795	281,400
Total Funds Carried Forward at 31st August 2023		<hr/>	<hr/>	<hr/>	<hr/>
		3,234	264,696	267,930	278,795
		<hr/>	<hr/>	<hr/>	<hr/>

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL POSITION

31ST AUGUST 2023

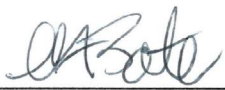
	<u>Schedule</u>	<u>2023</u>		<u>2022</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	5		140,469		148,621
<u>CURRENT ASSETS</u>					
Erith Playhouse Ltd		41,046		48,494	
Prepayments		5,920		5,530	
Cash at Bank and in Hand		86,823		78,939	
		<u>133,789</u>		<u>132,963</u>	
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>					
Accruals and Deferred Income		<u>6,328</u>		<u>2,789</u>	
		6,328		2,789	
<u>NET CURRENT ASSETS</u>					
			<u>127,461</u>		<u>130,174</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>					
			<u>267,930</u>		<u>278,795</u>
<u>CAPITAL AND RESERVES</u>					
Capital Fund - Unrestricted			3,234		3,234
General Fund - Unrestricted			<u>264,696</u>		<u>275,561</u>
			<u>267,930</u>		<u>278,795</u>

For the year ending 31 August 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- (i) The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- (ii) The trustee acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on.....
and are signed on behalf of the board by:



M. BATE



N. GUENIGAULT

15-03-2024 Dated

Company Registration Number: 445825

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2023

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice : FRS 102 SORP.

b) Incoming Resources

Voluntary income including donations, covenants and subscriptions that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes theatre rental income which is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

c) Grant Income

The company did not receive any income from grants during the year.

d) Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related costs are recognised as goods or services are supplied.

• Charitable activities include expenditure associated with the maintenance and general running of the theatre and include both the direct costs and support costs relating to these activities.

• Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

e) Depreciation Rates

Depreciation is charged to Theatre Expenses on the Company's Assets on the following basis:-

(i) Electrical Equipment at 15% per annum on the reducing balance of the Assets.

(ii) General Stage Equipment at 15% per annum on the reducing balance of the Assets.

(iii) Auditorium Refurbishment on straight line basis over 20 years.

(iv) Lease on straight line basis over 60 years.

(v) Property Improvements 10 year straight line.

f) In the opinion of the Directors the Profit and Loss Account formats required by Format 1 of schedule 1 to the 2008 regulations (Companies Act 2006) are inappropriate and may be liable to mislead. The format of the Statement of Financial Activities forming part of these Accounts affords, in the view of the Directors, a more satisfactory and informative presentation of a true and fair view of the Company's results and has been adopted accordingly.

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2023

g) Financial Instruments

The theatre 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.

h) Debtors

Debtors are initially recorded at fair value and are assessed for impairment at each year end date. If any impairments exist the debtors are remeasured to the present value of the expected future cash inflows.

i) Creditors

Creditors are initially recorded at fair value and are then remeasured to the present value of the expected future cash outflows.

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2023

Schedule	Unrestricted Funds		Total 2023 £	Total 2022 £
	Capital	General		
	Fund 2023 £	Fund 2023 £		
2. INCOME				
a) Donations and Legacies				
Donations	-	812	812	10,020
Erith Playhouse Limited (under covenant)	-	31,043	31,043	20,373
Membership Subscriptions	-	1,616	1,616	1,121
	-	33,471	33,471	31,514
b) Investment income				
Bank Interest Received	-	796	796	562
	-	796	796	562
c) Other Income				
Rental income Erith Playhouse Limited	-	6,000	6,000	6,000
Theatre Hire	-	6,064	6,064	1,120
Grant Income	-	-	-	4,000
	-	12,064	12,064	11,120
TOTAL INCOME	-	46,331	46,331	43,196

	<u>Schedule</u>	<u>Unrestricted Funds</u>		
		<u>Capital Fund 2023</u>	<u>General Fund 2023</u>	<u>Total 2023</u>
3. EXPENDITURE				<u>Total 2022</u>
a) Costs directly related to activities				
Theatre Rent and Rates		-	1,353	1,353
Theatre Insurance		-	16,839	16,839
Theatre Repairs and Maintenance		-	6,786	6,786
		-	24,978	24,978
				20,734
b) Support costs allocated to activities				
Telephone		-	1,536	1,536
Postage and Stationery		-	352	352
General Expenses		-	5,026	5,026
Advertising		-	560	560
Related Depreciation		-	15,428	15,428
Theatre Heating		-	7,435	7,435
Governance Costs	3c)	-	1,881	1,881
		-	32,218	32,218
				25,067
TOTAL EXPENDITURE		-	57,196	57,196
				45,801
c) Governance costs				
Accountancy Fee		-	1,250	1,250
(Over)/Under provision of Accountancy Fee		-	496	496
Bookkeeping		-	135	135
		-	1,881	1,881
				1,578

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2023

	<u>2023</u>	<u>2022</u>
4. NET INCOMING RESOURCES FOR THE YEAR		
This is stated after charging:	£	£
Depreciation	<u>15,428</u>	<u>13,711</u>

5. TANGIBLE ASSETS

	<u>Freehold Land</u>	<u>Leasehold Property & Improvements</u>	<u>Electrical Equipment</u>	<u>General Stage Equipment</u>	<u>Auditorium Refurbishment</u>	<u>Total</u>
Cost						
Balance Brought Forward	104	134,933	50,270	10,773	175,029	371,109
Additions	-	-	-	-	7,275	7,275
Balance Carried Forward	<u>104</u>	<u>134,933</u>	<u>50,270</u>	<u>10,773</u>	<u>182,304</u>	<u>378,384</u>
Depreciation						
Balance Brought Forward	-	74,509	37,772	10,701	99,506	222,488
Depreciation for the year	-	5,192	1,875	11	8,350	15,428
Balance Carried Forward	<u>-</u>	<u>79,701</u>	<u>39,647</u>	<u>10,712</u>	<u>107,856</u>	<u>237,916</u>
Net Book Values at:						
31st August 2023	<u>104</u>	<u>55,232</u>	<u>10,623</u>	<u>62</u>	<u>74,448</u>	<u>140,469</u>
31st August 2022	<u>104</u>	<u>60,424</u>	<u>12,498</u>	<u>72</u>	<u>75,523</u>	<u>148,621</u>

6. DEBTORS

	<u>2023</u>	<u>2022</u>
Erith Playhouse Ltd	40,769	48,494
Prepayments	<u>266</u>	<u>5,530</u>
	<u>41,035</u>	<u>54,024</u>

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2023

	<u>2023</u>	<u>2022</u>
<u>7 CASH AT BANK AND IN HAND</u>		
Bank Current Account	24,153	17,064
Deposit Account	42,351	41,671
Building Society Account	<u>20,319</u>	<u>20,204</u>
	<u>86,823</u>	<u>78,939</u>
<u>8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>		
Accruals and Deferred Income	3,805	1,370
Other Creditors	1,000	1,000
VAT	<u>1,523</u>	<u>419</u>
	<u>6,328</u>	<u>2,789</u>

9. CONTINGENT LIABILITIES

As part of the new Lease Agreement for the Theatre with the Local Authority, Erith Theatre Guild Limited will be required to carry out various improvements and repairs to the property.

10. CALLED UP SHARE CAPITAL

The Company is Limited by Guarantee not having a Share Capital.

11. RELATED PARTY TRANSACTIONS

During the year the company received £31,043 under Deed of Covenant from Erith Playhouse Limited.
During the year the company received £6,000 from Erith Playhouse Limited for the hire of the theatre.
At the year end the company was owed £41,046 by Erith Playhouse Limited.
The companies are related by virtue of them being under the control of the same board of directors.

ERITH THEATRE GUILD LIMITED

England & Wales - Charity number 265765

Accounts

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

The Company is a Registered Charity No. 265765

REPORT AND ACCOUNTS 2022

COMPANY NUMBER: 445825

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Statement of Financial Activities	6
Statement of Financial Position	7
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TRUSTEES

D. TALLOWIN	:	CHAIRMAN	A. DAVIES
G. FROSDICK	:	VICE - CHAIRMAN	D. WITHAM
P PEARCE	:	SECRETARY	H. POCOCK
M. BATE	:	TREASURER	R. BUTLER
A. WOOLLISCROFT			

SECRETARY AND REGISTERED OFFICE

P PEARCE
38-40 Erith High Street
Erith
Kent DA8 1QY

INDEPENDENT EXAMINER

M S Finnis ACA, ACCA
OPASS BILLINGS WILSON & HONEY LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

BANKERS

Co-operative Bank plc
Olympic house
6 Olympic Court
Montford Street
Salford
M5 2QP

ERITH THEATRE GUILD LIMITED**(LIMITED BY GUARANTEE)****TRUSTEES' REPORT**

The Trustees present their Report and unaudited Accounts of the Company for the year ended 31st August 2022. The Financial Statements comply with the Charities Act 2011, the Companies Act 2006, the Charities SORP FRS 102 and the Charities (accounts and reports) Regulations 2008.

Governing Document

Erith Theatre Guild is a company limited by guarantee (company number 445825) and a registered charity (charity number 265765). The company was incorporated on 28 November 1947 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Article of Association, as amended 13 July 1950, 18 June 1969 and 12 December 1973.

Board of Trustees

D Tallowin
 G Frosdick
 G Nightingale (*Resigned 13th June 2022*)
 A J Woolliscroft
 A Davies
 D Whitham
 P Pearce
 H Pocock
 M Bate
 R Butler

The Company is Limited by Guarantee and therefore does not have any Share Capital.

Appointment of Members of the Board of Trustees

The Directors of the charitable company ("the Charity") are its Trustees for the purpose of Charity Law and throughout this Report are collectively referred to as the Members of the Board of Trustees. As set out in the Articles of Association, if there is at any time a vacancy in the Membership a new Trustee may be appointed by the Trustees in a General Meeting.

Induction and Training of Members of the Board of Trustees

Most new members of the Board of Trustees are already familiar with the practical work of the charity, having been involved with it for a number of years. They also undergo a short training session whereby they are familiarised with; the obligations of the Board of Trustees, the main documents which set out the operational framework of the charity including the memorandum and article, the current financial position and future plans and objectives.

Objects of the Charity

The charity's objective is to maintain, improve and advance education, particularly by the production of educational plays and the encouragement of the arts, including the arts of drama, mime, dance, singing, music and cinema particularly, but without in any way imposing a limitation.

During the period the Company's principal activity continued to be that of the undertaking of activities intending to promote the Arts of the Theatre.

To achieve these objectives the theatre has been rented to Erith Playhouse Limited for the production of the above, whilst continually maintaining and developing the theatre premises.

ERITH THEATRE GUILD LIMITED**(LIMITED BY GUARANTEE)****TRUSTEES' REPORT (CONT.....)****Statement of Trustees' Responsibilities**

Company Law 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 Company and of the Profit or Loss of the Company for that period. In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Organisational Structure

The charity's Board of Trustees is currently made up of 9 members who meet regularly and are responsible for deciding the strategic policy and direction of the charity. There is a scheme of delegation in place whereby the day to day responsibility for the charity and the responsibility for ensuring the long term objectives are met rests with the Chairman, Vice Chairman, Treasurer and Secretary.

Review of Activities and Future Developments

The financial year ending 31 August 2022 remained challenging as both the theatre and the nation as a whole sought to recover from the impacts of the Covid-19 pandemic.

The Government continued to announce a range of support packages for local businesses affected by the pandemic. The Guild was successful in applying for a Covid recovery grant of £4,000. This grant has helped to support the Guild as income from the Playhouse will be lower due to the reduction in the number of shows.

During the last year general maintenance has been planned and completed to keep in line with health and safety laws and to keep the theatre at a high standard for both our members and audiences. Such items include the rehearsal room being repainted as well as the front woodwork above the canopy. Repairs and cleaning work to the guttering on the scene shed has also been completed. The Board is updating and prioritising the projects list to ensure that we plan for potential investment in the theatre. There is a greater need to focus on how the theatre can reduce energy costs going forward and such projects will be prioritised after essential health and safety works.

The Board have been extremely pleased that the Playhouse was able to reopen following the pandemic and that it continues to be supported at, what are still, very challenging times.

The Guild Playhouse has, despite the shadow of Covid, been able to allow it's doors to open to other arts groups. This year it has seen shows from the Nicky Bate School of Dance, The Two Bows, Erith Operatic Society and Play On.

The Board wishes to thank all members who have in any way supported the theatre over the past year.

Moving forward there will be a need for all members to pull together to support the Theatre to ensure that we can continue both run and enjoy this vital asset to the community.

ERITH THEATRE GUILD LIMITED**(LIMITED BY GUARANTEE)****TRUSTEES' REPORT (CONT.....)****Volunteers**

The charity is totally dependant on the services of volunteers for all aspects of running the charity.

Investment Policy

It is the policy of the charity to utilise the majority of the incoming resources in the short term for the furtherance of the charity's objectives. As a result there are few funds available for new long term investment. The charity does own the leasehold of the theatre which ties up a significant amount of the available reserves of the charity. The theatre is maintained to a high standard in order to preserve and enhance the value of this investment.

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The unrestricted funds are expendable at the discretion of the Board of Trustees in furtherance of the objects of the charity. The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are also held to cover possible emergency repairs to the theatre and other expenditure.

Working Capital	100,000
Future repairs to the Theatre premises	40,000
Investment in the theatre premises, stage equipment and other items of equipment	<u>138,000</u>
Total Unrestricted Funds	<u><u>278,000</u></u>

ERITH THEATRE GUILD LIMITED**(LIMITED BY GUARANTEE)****TRUSTEES' REPORT (CONT.....)****Risk Policy**

It is in the nature of voluntary organisations that expertise and know-how can become concentrated amongst a few individuals such that their indisposition could result in operational difficulties.

The Board of Trustees have reviewed the major risks to which the charity is exposed.

Erith Theatre Guild Limited's main source of income is from the covenanted surplus generated annually by it's linked trading company, Erith Playhouse Limited . In turn Erith Playhouse Limited's main source of income is from ticket sales for the 10 shows presented in the Spring and Autumn seasons each year. This income is supplemented by other trading activities including bar and sweet kiosk sales, the fortunes of which are inevitably linked to the shows they support.

Both Erith Theatre Guild Limited and Erith Playhouse Limited are amateur organisations staffed entirely by volunteers, who in many cases have jobs by day. The main risks to income at Erith Playhouse Limited can be summarised as:-

- in the event that a production cannot proceed, if for example key members or a significant number of the cast became ill immediately before or during a production, there would be loss of income related to foregone ticket sales and related turnover at the bar and the kiosk. At the same time expenditure already committed to a production (with the exception of licence fees) could not be recouped. Because some three shows are under preparation at any one time, and there is no system of understudies, it is unlikely that cast members could be replaced at short notice;
- there would also be a fall in income in the event that Playhouse productions were unpopular or badly presented. This could result in depressed ticket sales not only for a specific production which fell below the necessary standard but also in the nature of a knock-on effect later in the season. In other words the theatre lives by its reputation, and to sustain this a healthy membership and good directors are essential;
- the Board also needs to be vigilant to matters of public safety and the safety of members, much of which liability is insured. However it is also to provide up to date, comfortable facilities. Much of the income is spent on updating and improving the building, and there is an ongoing, rolling programme of improvement and maintenance;
- allied to the above, there is the risk of damage to the building, its facilities or services which can severely prejudice a production. Loss of goodwill and audience confidence can have a damaging long term effect. To this extent the Board has a policy of always maintaining uncommitted funds (currently £20,000 - £25,000) against the possibility of immediate or essential maintenance's

Accountants

M Finnis ACA, ACCA of Messrs Opass Billings Wilson & Honey LLP has indicated his willingness to be re-appointed and a resolution to give effect to this will be proposed at the Annual General Meeting of the Company.

BY ORDER OF THE BOARD

Dave Tallowin

D. TALLOWIN - Chairman

Dated: 25/01/2023

Independent Examiner's Report to the Trustees of Erith Theatre Guild Limited

I report on the accounts of the company for the year ended 31st August 2022 which comprise the statement of financial activities, statement of financial position and the related notes.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. 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
3. to state whether particular matters have come to my attention.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



M Finnis ACA, ACCA
Opass Billings Wilson & Honey LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

25 - 01 - 2023

Date

ERITH THEATRE GUILD LIMITED**(LIMITED BY GUARANTEE)****STATEMENT OF FINANCIAL ACTIVITIES****FOR THE YEAR ENDED 31ST AUGUST 2022**

	Notes	Unrestricted Funds		Total Funds	
		Capital Fund	General Fund	2022	2021
		£	£		£
INCOME					
Donations and Legacies	2 (a)	-	31,514	31,514	1,203
Investment Income	2 (b)	-	562	562	-
Other Income	2 (c)	-	11,120	11,120	29,362
Total Income		-	43,196	43,196	30,565
EXPENDITURE					
Charitable activities	3	-	45,801	45,801	44,108
Total Expenditure		-	45,801	45,801	44,108
Net movement in funds		-	(2,605)	(2,605)	(13,543)
Total Funds Brought Forward 1st September 2021		3,234	278,166	281,400	294,943
Total Funds Carried Forward at 31st August 2022		3,234	275,561	278,795	281,400

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL POSITION

31ST AUGUST 2022

	<u>Schedule</u>	<u>2022</u>		<u>2021</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	5		148,621		159,638
<u>CURRENT ASSETS</u>					
Erith Playhouse Ltd		48,494		18,897	
Prepayments		5,530		4,384	
Cash at Bank and in Hand		<u>78,939</u>		<u>101,733</u>	
		<u>132,963</u>		<u>125,014</u>	
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>					
Accruals		<u>2,789</u>		<u>3,252</u>	
		<u>2,789</u>		<u>3,252</u>	
<u>NET CURRENT ASSETS</u>					
			<u>130,174</u>		<u>121,762</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>					
			<u>278,795</u>		<u>281,400</u>
<u>CAPITAL AND RESERVES</u>					
Capital Fund - Unrestricted			3,234		3,234
General Fund - Unrestricted			<u>275,561</u>		<u>278,166</u>
			<u>278,795</u>		<u>281,400</u>

For the year ending 31 August 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- (i) The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- (ii) The trustee acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on.....
and are signed on behalf of the board by:

Dave Tallowin

D. TALLOWIN

M. Bate

M. BATE

25/01/2023

Dated

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2022

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice : FRS 102 SORP.

b) Incoming Resources

Voluntary income including donations, covenants and subscriptions that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes theatre rental income which is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

c) Grant Income

The company received a grant in relation to the governments Expanded Retail Discount Scheme, providing 100% business rates reliefs to certain businesses in 2021/22. The Guild will use this to cover inescapable expenditure in terms of keeping the Theatre running and ready for when they are allowed to return.

d) Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related costs are recognised as goods or services are supplied.

- Charitable activities include expenditure associated with the maintenance and general running of the theatre and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

e) Depreciation Rates

Depreciation is charged to Theatre Expenses on the Company's Assets on the following basis:-

- (i) Electrical Equipment at 15% per annum on the reducing balance of the Assets.
- (ii) General Stage Equipment at 15% per annum on the reducing balance of the Assets.
- (iii) Auditorium Refurbishment on straight line basis over 20 years.
- (iv) Lease on straight line basis over 60 years.
- (v) Property Improvements 10 year straight line.

f) In the opinion of the Directors the Profit and Loss Account formats required by Format 1 of schedule 1 to the 2008 regulations (Companies Act 2006) are inappropriate and may be liable to mislead. The format of the Statement of Financial Activities forming part of these Accounts affords, in the view of the Directors, a more satisfactory and informative presentation of a true and fair view of the Company's results and has been adopted accordingly.

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2022

g) Financial Instruments

The theatre 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.

h) Debtors

Debtors are initially recorded at fair value and are assessed for impairment at each year end date. If any impairments exist the debtors are remeasured to the present value of the expected future cash inflows.

i) Creditors

Creditors are initially recorded at fair value and are then remeasured to the present value of the expected future cash outflows.

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2022

Schedule	Unrestricted Funds		Total 2022 £	Total 2021 £
	Capital	General		
	Fund 2022 £	Fund 2022 £		
2. INCOME				
a) Donations and Legacies				
Donations	-	10,020	10,020	300
Erith Playhouse Limited (under covenant)	-	20,373	20,373	-
Membership Subscriptions	-	1,121	1,121	903
	-	31,514	31,514	1,203
b) Investment income				
Bank Interest Received	-	562	562	-
	-	562	562	-
c) Other Income				
Rental income Erith Playhouse Limited	-	6,000	6,000	-
Theatre Hire	-	1,120	1,120	140
Grant Income	-	4,000	4,000	29,222
	-	11,120	11,120	29,362
TOTAL INCOME	-	43,196	43,196	30,565

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2022

Schedule	Unrestricted Funds		Total 2022	Total 2021
	Capital Fund 2022	General Fund 2022		
3. EXPENDITURE				
a) Costs directly related to activities				
Theatre Rent and Rates	-	2,071	2,071	1,756
Theatre Insurance	-	15,443	15,443	14,051
Theatre Repairs and Maintenance	-	3,220	3,220	4,648
Licences and Performing Fees	-	-	-	440
	-	20,734	20,734	20,895
b) Support costs allocated to activities				
Telephone	-	1,777	1,777	1,720
Postage and Stationery	-	259	259	-
General Expenses	-	4,787	4,787	3,843
Advertising	-	150	150	-
Related Depreciation	-	13,711	13,711	13,258
Theatre Heating	-	2,805	2,805	3,100
Governance Costs	3c)	1,578	1,578	1,292
	-	25,067	25,067	23,213
TOTAL EXPENDITURE				
	-	45,801	45,801	44,108
c) Governance costs				
Accountancy Fee	-	1,250	1,250	1,250
(Over)/Under provision of Accountancy Fee	-	193	193	(435)
Bookkeeping	-	135	135	477
	-	1,578	1,578	1,292

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2022202220214. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

Depreciation

£

£

13,711

13,258

5. TANGIBLE ASSETS

	<u>Freehold Land</u>	<u>Leasehold Property & Improvements</u>	<u>Electrical Equipment</u>	<u>General Stage Equipment</u>	<u>Auditorium Refurbishment</u>	<u>Total</u>
Cost						
Balance Brought Forward	104	134,933	49,717	10,773	172,888	368,415
Additions	-	-	553	-	2,141	2,694
Balance Carried Forward	104	134,933	50,270	10,773	175,029	371,109
Depreciation						
Balance Brought Forward	-	71,002	35,567	10,688	91,520	208,777
Depreciation for the year	-	3,507	2,205	13	7,986	13,711
Balance Carried Forward	-	74,509	37,772	10,701	99,506	222,488
Net Book Values at:						
31st August 2022	104	60,424	12,498	72	75,523	148,621
31st August 2021	104	63,931	14,150	85	81,368	159,638

6. DEBTORSErith Playhouse Ltd
Prepayments20222021

48,494

18,897

5,530

4,384

54,024

23,281

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2022

	<u>2022</u>	<u>2021</u>
7 <u>CASH AT BANK AND IN HAND</u>		
Bank Current Account	17,064	50,421
Deposit Account	41,671	41,208
Building Society Account	<u>20,204</u>	<u>10,104</u>
	<u>78,939</u>	<u>101,733</u>
	<u><u>78,939</u></u>	<u><u>101,733</u></u>
8. <u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>		
Accruals	1,370	1,370
Other Creditors	1,000	1,000
VAT	<u>419</u>	<u>882</u>
	<u>2,789</u>	<u>3,252</u>
	<u><u>2,789</u></u>	<u><u>3,252</u></u>

9. CONTINGENT LIABILITIES

As part of the new Lease Agreement for the Theatre with the Local Authority, Erith Theatre Guild Limited will be required to carry out various improvements and repairs to the property.

10. CALLED UP SHARE CAPITAL

The Company is Limited by Guarantee not having a Share Capital.

11. RELATED PARTY TRANSACTIONS

During the year the company received £23,731 under Deed of Covenant from Erith Playhouse Limited.
During the year the company received £6,000 from Erith Playhouse Limited for the hire of the theatre.
At the year end the company was owed £48,494 by Erith Playhouse Limited.
The companies are related by virtue of them being under the control of the same board of directors.

ERITH THEATRE GUILD LIMITED

England & Wales - Charity number 265765

Accounts

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

The Company is a Registered Charity No. 265765

REPORT AND ACCOUNTS 2021

COMPANY NUMBER: 445825

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Statement of Financial Position	7
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TRUSTEES

D. TALLOWIN	:	CHAIRMAN	A. DAVIES
G. FROSDICK	:	VICE - CHAIRMAN	D. WHITHAM
G NIGHTINGALE	:	SECRETARY	H. POCOCK
M. BATE	:	TREASURER	
A. WOOLLISCROFT			

SECRETARY AND REGISTERED OFFICE

G NIGHTINGALE
38-40 Erith High Street
Erith
Kent DA8 1QY

INDEPENDENT EXAMINER

M S Finnis ACA, ACCA
OPASS BILLINGS WILSON & HONEY LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

BANKERS

Co-operative Bank plc
Olympic house
6 Olympic Court
Montford Street
Salford
M5 2QP

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT

The Trustees present their Report and unaudited Accounts of the Company for the year ended 31st August 2021. The Financial Statements comply with the Charities Act 2011, the Companies Act 2006, the Charities SORP FRS 102 and the Charities (accounts and reports) Regulations 2008.

Governing Document

Erith Theatre Guild is a company limited by guarantee (company number 445825) and a registered charity (charity number 265765). The company was incorporated on 28 November 1947 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Article of Association, as amended 13 July 1950, 18 June 1969 and 12 December 1973.

Board of Trustees

D Tallowin
G Frosdick
G Nightingale
A J Woolliscroft
A Davies
D Whitham
H Pocock
S Lovell *(Resigned 19th February 2021)*
M Bate

The Company is Limited by Guarantee and therefore does not have any Share Capital.

Appointment of Members of the Board of Trustees

The Directors of the charitable company ("the Charity") are its Trustees for the purpose of Charity Law and throughout this Report are collectively referred to as the Members of the Board of Trustees. As set out in the Articles of Association, if there is at any time a vacancy in the Membership a new Trustee may be appointed by the Trustees in a General Meeting.

Induction and Training of Members of the Board of Trustees

Most new members of the Board of Trustees are already familiar with the practical work of the charity, having been involved with it for a number of years. They also undergo a short training session whereby they are familiarised with; the obligations of the Board of Trustees, the main documents which set out the operational framework of the charity including the memorandum and article, the current financial position and future plans and objectives.

Objects of the Charity

The charity's objective is to maintain, improve and advance education, particularly by the production of educational plays and the encouragement of the arts, including the arts of drama, mime, dance, singing, music and cinema particularly, but without in any way imposing a limitation.

During the period the Company's principal activity continued to be that of the undertaking of activities intending to promote the Arts of the Theatre.

To achieve these objectives the theatre has been rented to Erith Playhouse Limited for the production of the above, whilst continually maintaining and developing the theatre premises.

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Statement of Trustees' Responsibilities

Company Law 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 Company and of the Profit or Loss of the Company for that period. In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Organisational Structure

The charity's Board of Trustees is currently made up of 9 members who meet regularly and are responsible for deciding the strategic policy and direction of the charity.

There is a scheme of delegation in place whereby the day to day responsibility for the charity and the responsibility for ensuring the long term objectives are met rests with the Chairman, Vice Chairman, Treasurer and Secretary.

Review of Activities and Future Developments

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Review of Activities and Future Developments (Cont...)

Volunteers

The charity is totally dependant on the services of volunteers for all aspects of running the charity.

Investment Policy

It is the policy of the charity to utilise the majority of the incoming resources in the short term for the furtherance of the charity's objectives. As a result there are few funds available for new long term investment. The charity does own the leasehold of the theatre which ties up a significant amount of the available reserves of the charity. The theatre is maintained to a high standard in order to preserve and enhance the value of this investment.

Reserves Policy

The unrestricted funds are expendable at the discretion of the Board of Trustees in furtherance of the objects of the charity. The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are also held to cover possible emergency repairs to the theatre and other expenditure.

Working Capital	100,000
Future repairs to the Theatre premises	40,000
Investment in the theatre premises, stage equipment and other items of equipment	<u>147,000</u>
Total Unrestricted Funds	<u><u>287,000</u></u>

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Risk Policy

It is in the nature of voluntary organisations that expertise and know-how can become concentrated amongst a few individuals such that their indisposition could result in operational difficulties.

The Board of Trustees have reviewed the major risks to which the charity is exposed.

Erith Theatre Guild Limited's main source of income is from the covenanted surplus generated annually by it's linked trading company, Erith Playhouse Limited . In turn Erith Playhouse Limited's main source of income is from ticket sales for the 10 shows presented in the Spring and Autumn seasons each year. This income is supplemented by other trading activities including bar and sweet kiosk sales, the fortunes of which are inevitably linked to the shows they support.

Both Erith Theatre Guild Limited and Erith Playhouse Limited are amateur organisations staffed entirely by volunteers, who in many cases have jobs by day. The main risks to income at Erith Playhouse Limited can be summarised as:-

- in the event that a production cannot proceed, if for example key members or a significant number of the cast became ill immediately before or during a production, there would be loss of income related to foregone ticket sales and related turnover at the bar and the kiosk. At the same time expenditure already committed to a production (with the exception of licence fees) could not be recouped. Because some three shows are under preparation at any one time, and there is no system of understudies, it is unlikely that cast members could be replaced at short notice;
- there would also be a fall in income in the event that Playhouse productions were unpopular or badly presented. This could result in depressed ticket sales not only for a specific production which fell below the necessary standard but also in the nature of a knock-on effect later in the season. In other words the theatre lives by its reputation, and to sustain this a healthy membership and good directors are essential;
- the Board also needs to be vigilant to matters of public safety and the safety of members, much of which liability is insured. However it is also to provide up to date, comfortable facilities. Much of the income is spent on updating and improving the building, and there is an ongoing, rolling programme of improvement and maintenance;
- allied to the above, there is the risk of damage to the building, its facilities or services which can severely prejudice a production. Loss of goodwill and audience confidence can have a damaging long term effect. To this extent the Board has a policy of always maintaining uncommitted funds (currently £20,000 - £25,000) against the possibility of immediate or essential maintenance's

Accountants

M Finnis ACA, ACCA of Messrs Opass Billings Wilson & Honey LLP has indicated his willingness to be re-appointed and a resolution to give effect to this will be proposed at the Annual General Meeting of the Company.

BY ORDER OF THE BOARD

D. TALLOWIN - Chairman

Dated: _____

Independent Examiner's Report to the Trustees of Erith Theatre Guild Limited

I report on the accounts of the company for the year ended 31st August 2021 which comprise the statement of financial activities, statement of financial position and the related notes.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. 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
3. to state whether particular matters have come to my attention.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

M Finnis ACA, ACCA
Opass Billings Wilson & Honey LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

Date

(LIMITED BY GUARANTEE)STATEMENT OF FINANCIAL ACTIVITIESFOR THE YEAR ENDED 31ST AUGUST 2021

	<u>Notes</u>	<u>Unrestricted Funds</u>		<u>Total Funds</u>	
		<u>Capital Fund</u>	<u>General Fund</u>	<u>2021</u>	<u>2020</u>
		<u>£</u>	<u>£</u>		<u>£</u>
<u>INCOME</u>					
Donations and Legacies	2 (a)	-	1,203	1,203	21,122
Investment Income	2 (b)	-	-	-	-
Other Income	2 (c)	-	29,362	29,362	31,453
		<hr/>	<hr/>	<hr/>	<hr/>
Total Income		-	30,565	30,565	52,575
		<hr/>	<hr/>	<hr/>	<hr/>
EXPENDITURE					
Charitable activities	3	-	44,108	44,108	44,901
		<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditure		-	44,108	44,108	44,901
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds		-	(13,543)	(13,543)	7,674
Total Funds Brought Forward 1st September 2020		<hr/>	<hr/>	<hr/>	<hr/>
		3,234	291,709	294,943	287,269
Total Funds Carried Forward at 31st August 2021		<hr/>	<hr/>	<hr/>	<hr/>
		3,234	278,166	281,400	294,943
		<hr/>	<hr/>	<hr/>	<hr/>

(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL POSITION

31ST AUGUST 2021

	<u>Schedule</u>	<u>2021</u>		<u>2020</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	5		159,638		159,964
<u>CURRENT ASSETS</u>					
Erith Playhouse Ltd		18,897		28,117	
Prepayments		4,384		4,400	
Cash at Bank and in Hand		<u>101,733</u>		<u>104,904</u>	
		<u>125,014</u>		<u>137,421</u>	
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>					
Accruals		<u>3,252</u>		<u>2,442</u>	
		<u>3,252</u>		<u>2,442</u>	
<u>NET CURRENT ASSETS</u>			<u>121,762</u>		<u>134,979</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>			<u>281,400</u>		<u>294,943</u>
<u>CAPITAL AND RESERVES</u>					
Capital Fund - Unrestricted			3,234		3,234
General Fund - Unrestricted			<u>278,166</u>		<u>291,709</u>
			<u>281,400</u>		<u>294,943</u>

For the year ending 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- (i) The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- (ii) The trustee acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on....., and are signed on behalf of the board by:

_____ D. TALLOWIN

_____ M. BATE _____ **Dated**

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2021

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice : FRS 102 SORP.

b) Incoming Resources

Voluntary income including donations, covenants and subscriptions that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes theatre rental income which is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

c) Grant Income

The company received a grant in relation to the governments Expanded Retail Discount Scheme, providing 100% business rates reliefs to certain businesses in 2020/21. The Guild will use this to cover inescapable expenditure in terms of keeping the Theatre running and ready for when they are allowed to return.

d) Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related costs are recognised as goods or services are supplied.

- Charitable activities include expenditure associated with the maintenance and general running of the theatre and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

e) Depreciation is charged to Theatre Expenses on the Company's Assets on the following basis:-

- (i) Electrical Equipment at 15% per annum on the reducing balance of the Assets.
- (ii) General Stage Equipment at 15% per annum on the reducing balance of the Assets.
- (iii) Auditorium Refurbishment on straight line basis over 20 years.
- (iv) Lease on straight line basis over 60 years.
- (v) Property Improvements 10 year straight line.

f) In the opinion of the Directors the Profit and Loss Account formats required by Format 1 of schedule 1 to the 2008 regulations (Companies Act 2006) are inappropriate and may be liable to mislead. The format of the Statement of Financial Activities forming part of these Accounts affords, in the view of the Directors, a more satisfactory and informative presentation of a true and fair view of the Company's results and has been adopted accordingly.

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2021

g) Financial Instruments

The theatre 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.

h) Debtors

Debtors are initially recorded at fair value and are assessed for impairment at each year end date. If any impairments exist the debtors are remeasured to the present value of the expected future cash inflows.

i) Creditors

Creditors are initially recorded at fair value and are then remeasured to the present value of the expected future cash outflows.

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2021

	<u>Schedule</u>	<u>Unrestricted Funds</u>		<u>Total</u> <u>2021</u> £	<u>Total</u> <u>2020</u> £
		<u>Capital</u>	<u>General</u>		
		<u>Fund</u> <u>2021</u> £	<u>Fund</u> <u>2021</u> £		
2.	<u>INCOME</u>				
	a) Donations and Legacies				
	Donations	-	300	300	-
	Erith Playhouse Limited (under covenant)	-	-	-	19,447
	Membership Subscriptions	-	903	903	1,675
		<hr/>	<hr/>	<hr/>	<hr/>
		-	1,203	1,203	21,122
		<hr/>	<hr/>	<hr/>	<hr/>
	b) Investment income				
	Bank Interest Received	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
		-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
	c) Other Income				
	Rental income Erith Playhouse Limited	-	-	-	6,000
	Theatre Hire	-	140	140	453
	Grant Income	-	29,222	29,222	25,000
		<hr/>	<hr/>	<hr/>	<hr/>
		-	29,362	29,362	31,453
		<hr/>	<hr/>	<hr/>	<hr/>
	TOTAL INCOME	-	30,565	30,565	52,575
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2021

	<u>Schedule</u>	<u>Unrestricted Funds</u>			
		<u>Capital Fund 2021</u>	<u>General Fund 2021</u>	<u>Total 2021</u>	<u>Total 2020</u>
3. EXPENDITURE					
a) Costs directly related to activities					
Theatre Rent and Rates		-	1,756	1,756	1,299
Theatre Insurance		-	14,051	14,051	14,203
Theatre Repairs and Maintenance		-	4,648	4,648	7,239
Licences and Performing Fees		-	440	440	836
		-	£20,895	£20,895	23,577
b) Support costs allocated to activities					
Telephone		-	1,720	1,720	1,493
Postage and Stationery		-	-	-	193
General Expenses		-	3,843	3,843	1,841
Related Depreciation		-	13,258	13,258	13,318
Theatre Heating		-	3,100	3,100	2,826
Governance Costs	3c)	-	1,292	1,292	1,653
		-	23,213	23,213	21,324
TOTAL EXPENDITURE		-	44,108	44,108	44,901
c) Governance costs					
Accountancy Fee		-	1,250	1,250	1,250
(Over)/Under provision of Accountancy Fee		-	(435)	(435)	17
Bookkeeping		-	477	477	114
Planning Applications		-	-	-	259
Companies House		-	-	-	13
		-	1,292	1,292	1,653

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2021

	<u>2021</u>	<u>2020</u>
4. <u>NET INCOMING RESOURCES FOR THE YEAR</u>		
This is stated after charging:	£	£
Depreciation	<u>13,258</u>	<u>13,318</u>

5. TANGIBLE ASSETS

	<u>Freehold Land</u>	<u>Leasehold Property & Improvements</u>	<u>Electrical Equipment</u>	<u>General Stage Equipment</u>	<u>Auditorium Refurbishment</u>	<u>Total</u>
<u>Cost</u>						
Balance Brought Forward	104	134,933	38,612	10,773	171,061	355,483
Additions	<u>-</u>	<u>-</u>	<u>11,105</u>	<u>-</u>	<u>1,827</u>	<u>12,932</u>
Balance Carried Forward	<u>104</u>	<u>134,933</u>	<u>49,717</u>	<u>10,773</u>	<u>172,888</u>	<u>368,415</u>
<u>Depreciation</u>						
Balance Brought Forward	-	67,371	33,070	10,673	84,405	195,519
Depreciation for the year	<u>-</u>	<u>3,631</u>	<u>2,497</u>	<u>15</u>	<u>7,115</u>	<u>13,258</u>
Balance Carried Forward	<u>-</u>	<u>71,002</u>	<u>35,567</u>	<u>10,688</u>	<u>91,520</u>	<u>208,777</u>
<u>Net Book Values at:</u>						
31st August 2021	<u>104</u>	<u>63,931</u>	<u>14,150</u>	<u>85</u>	<u>81,368</u>	<u>159,638</u>
31st August 2020	<u>104</u>	<u>67,562</u>	<u>5,542</u>	<u>100</u>	<u>86,656</u>	<u>159,964</u>

	<u>2021</u>	<u>2020</u>
6. <u>DEBTORS</u>		
Erith Playhouse Ltd	18,897	28,117
Prepayments	<u>4,384</u>	<u>4,400</u>
	<u>23,281</u>	<u>32,517</u>

(LIMITED BY GUARANTEE)**NOTES TO THE ACCOUNTS****31ST AUGUST 2021**

	<u>2021</u>	<u>2020</u>
7 <u>CASH AT BANK AND IN HAND</u>		
Bank Current Account	50,421	53,592
Deposit Account	41,208	41,208
Building Society Account	10,104	10,104
	<hr/>	<hr/>
	101,733	104,904
	<hr/> <hr/>	<hr/> <hr/>
8. <u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>		
Accruals	1,370	1,370
Other Creditors	1,000	1,000
VAT	882	72
	<hr/>	<hr/>
	3,252	2,442
	<hr/> <hr/>	<hr/> <hr/>

9. CONTINGENT LIABILITIES

As part of the new Lease Agreement for the Theatre with the Local Authority, Erith Theatre Guild Limited will be required to carry out various improvements and repairs to the property.

10. CALLED UP SHARE CAPITAL

The Company is Limited by Guarantee not having a Share Capital.

11. RELATED PARTY TRANSACTIONS

At the year end the company was owed £18,897 by Erith Playhouse Limited.
The companies are related by virtue of them being under the control of the same board of directors.

ERITH THEATRE GUILD LIMITED

England & Wales - Charity number 265765

Accounts

ERITH THEATRE GUILD LIMITED

(LIMITED BY GUARANTEE)

The Company is a Registered Charity No. 265765

REPORT AND ACCOUNTS 2020

COMPANY NUMBER: 445825

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Statement of Financial Position	7
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TRUSTEES

D. TALLOWIN	:	CHAIRMAN	A. DAVIES
G. FROSDICK	:	VICE - CHAIRMAN	D. WHITHAM
G. NIGHTINGALE	:	SECRETARY	H. POCOCK
M. BATE	:	TREASURER	S. LOVELL
A. WOOLLISCROFT			

SECRETARY AND REGISTERED OFFICE

G NIGHTINGALE
38-40 Erith High Street
Erith
Kent DA8 1QY

INDEPENDENT EXAMINER

M S Finnis ACA, ACCA
OPASS BILLINGS WILSON & HONEY LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

BANKERS

Co-operative Bank plc
Olympic house
6 Olympic Court
Montford Street
Salford
M5 2QP

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COMPANIES HOUSE

ERITH THEATRE GUILD LIMITED

1

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT

The Trustees present their Report and unaudited Accounts of the Company for the year ended 31st August 2020. The Financial Statements comply with the Charities Act 2011, the Companies Act 2006, the Charities SORP FRS 102 and the Charities (accounts and reports) Regulations 2008.

Governing Document

Erith Theatre Guild is a company limited by guarantee (company number 445825) and a registered charity (charity number 265765). The company was incorporated on 28 November 1947 under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Article of Association, as amended 13 July 1950, 18 June 1969 and 12 December 1973.

Board of Trustees

D Tallwin	
G Frosdick	
G Nightingale	
N Guenigault	<i>(Resigned 22nd January 2020)</i>
A J Woolliscroft	
A Davies	
T McCann	<i>(Resigned 22nd January 2020)</i>
D Whitham	
H Pocock	
S Lovell	
M Bate	<i>(Appointed 22nd January 2020)</i>

The Company is Limited by Guarantee and therefore does not have any Share Capital.

Appointment of Members of the Board of Trustees

The Directors of the charitable company ("the Charity") are its Trustees for the purpose of Charity Law and throughout this Report are collectively referred to as the Members of the Board of Trustees. As set out in the Articles of Association, if there is at any time a vacancy in the Membership a new Trustee may be appointed by the Trustees in a General Meeting.

Induction and Training of Members of the Board of Trustees

Most new members of the Board of Trustees are already familiar with the practical work of the charity, having been involved with it for a number of years. They also undergo a short training session whereby they are familiarised with; the obligations of the Board of Trustees, the main documents which set out the operational framework of the charity including the memorandum and article, the current financial position and future plans and objectives.

Objects of the Charity

The charity's objective is to maintain, improve and advance education, particularly by the production of educational plays and the encouragement of the arts, including the arts of drama, mime, dance, singing, music and cinema particularly, but without in any way imposing a limitation.

During the period the Company's principal activity continued to be that of the undertaking of activities intending to promote the Arts of the Theatre.

To achieve these objectives the theatre has been rented to Erith Playhouse Limited for the production of the above, whilst continually maintaining and developing the theatre premises.

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Statement of Trustees' Responsibilities

Company Law 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 Company and of the Profit or Loss of the Company for that period. In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Organisational Structure

The charity's Board of Trustees is currently made up of 9 members who meet regularly and are responsible for deciding the strategic policy and direction of the charity.

There is a scheme of delegation in place whereby the day to day responsibility for the charity and the responsibility for ensuring the long term objectives are met rests with the Chairman, Vice Chairman, Treasurer and Secretary.

Review of Activities and Future Developments

The financial year ending 31 August 2020 has been unprecedented. - On 11th March 2020 the World Health Organisation declared a global pandemic as a result of the Covid-19 coronavirus. Following detailed Government advice on 16th March 2020 the Board of Management of the Playhouse took the decision to suspend all productions at the Theatre. All affected customers have been refunded the purchase price of their tickets.

The Government announced a range of support packages for local businesses affected by the pandemic. As a registered charity, Erith Theatre receives 80% relief on our Business rates. In response to the Coronavirus outbreak, the Government announced an Expanded Retail Discount Scheme, providing 100% business rates reliefs to certain businesses in 2020/21. Erith Theatre are one of the businesses that qualify, so for the year 2020/21 Erith Theatre will receive 100% business rates relief, a saving of £1,997. The Guild also applied to Bexley Council for a Retail, Hospitality & Leisure Grant. The maximum grant available of £25,000 was applied for and awarded. This welcome support allows the Guild to cover inescapable expenditure in terms of keeping the Theatre running and ready for when we are allowed to return.

General maintenance has been completed to keep in line with health and safety laws and to keep the theatre at a high standard for both our members and audiences. Such items include; backstage and scene dock working lights, painting the dressing rooms, painting to corridor and rehearsal room and the purchase of a swipe track for use on the stage. A snag list has been drawn up and items have been completed and will continue to be completed during the 2020 financial year. This is to improve the general condition of our theatre inside and out for all users.

The board are continuing to look into the purchase of a new projector which can be used in all future productions where necessary and included in our hires to other organisations. Also, we will continue to keep updated on all new legislation that may come into effect in relation to all aspects of our theatre.

The contribution from Erith Playhouse Limited for 2020 has been £28,117 which is a positive result in difficult circumstances. The board wishes to continue to produce shows that will appeal to a variety of audiences as well as being artistically challenging for new and existing members. New ways of advertising are being researched to ensure the theatre is reaching new audiences.

(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Review of Activities and Future Developments (Cont...)

The Guild Playhouse has been made available to Erith Playhouse Limited for 7 productions and was planned to be hired to local organisations, including Erith Operatic Society. Unfortunately, as a result of Covid-19 these hires were suspended by the relevant organisations and we look forward to welcoming them back to the Theatre when Government guidance makes this allowable. Our Playhouse Youth Group continues to thrive but unfortunately their production planned for late March 2020 was also suspended.

The Board wishes to thank all members who have in any way supported the theatre whether as an audience member, backstage, directing or acting in Playhouse productions; by supporting in the bar, kiosk, box office and the maintenance of the theatre and its administration; and by managing the website, lighting, sound, properties and wardrobe departments and associated hires.

The Board hopes that all members and their families stay safe and well during these difficult times and look forward to welcoming all members back into the Playhouse as soon as it is safe to do so.

Volunteers

The charity is totally dependant on the services of volunteers for all aspects of running the charity.

Investment Policy

It is the policy of the charity to utilise the majority of the incoming resources in the short term for the furtherance of the charity's objectives. As a result there are few funds available for new long term investment. The charity does own the leasehold of the theatre which ties up a significant amount of the available reserves of the charity. The theatre is maintained to a high standard in order to preserve and enhance the value of this investment.

Reserves Policy

The unrestricted funds are expendable at the discretion of the Board of Trustees in furtherance of the objects of the charity. The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are also held to cover possible emergency repairs to the theatre and other expenditure.

Working Capital	100,000
Future repairs to the Theatre premises	40,000
Investment in the theatre premises, stage equipment and other items of equipment	<u>155,000</u>
Total Unrestricted Funds	<u><u>295,000</u></u>

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONT.....)

Risk Policy

It is in the nature of voluntary organisations that expertise and know-how can become concentrated amongst a few individuals such that their indisposition could result in operational difficulties.

The Board of Trustees have reviewed the major risks to which the charity is exposed.

Erith Theatre Guild Limited's main source of income is from the covenanted surplus generated annually by its linked trading company, Erith Playhouse Limited. In turn Erith Playhouse Limited's main source of income is from ticket sales for the 10 shows presented in the Spring and Autumn seasons each year. This income is supplemented by other trading activities including bar and sweet kiosk sales, the fortunes of which are inevitably linked to the shows they support.

Both Erith Theatre Guild Limited and Erith Playhouse Limited are amateur organisations staffed entirely by volunteers, who in many cases have jobs by day. The main risks to income at Erith Playhouse Limited can be summarised as:-

- in the event that a production cannot proceed, if for example key members or a significant number of the cast became ill immediately before or during a production, there would be loss of income related to foregone ticket sales and related turnover at the bar and the kiosk. At the same time expenditure already committed to a production (with the exception of licence fees) could not be recouped. Because some three shows are under preparation at any one time, and there is no system of understudies, it is unlikely that cast members could be replaced at short notice;
- there would also be a fall in income in the event that Playhouse productions were unpopular or badly presented. This could result in depressed ticket sales not only for a specific production which fell below the necessary standard but also in the nature of a knock-on effect later in the season. In other words the theatre lives by its reputation, and to sustain this a healthy membership and good directors are essential;
- the Board also needs to be vigilant to matters of public safety and the safety of members, much of which liability is insured. However it is also to provide up to date, comfortable facilities. Much of the income is spent on updating and improving the building, and there is an ongoing, rolling programme of improvement and maintenance;
- allied to the above, there is the risk of damage to the building, its facilities or services which can severely prejudice a production. Loss of goodwill and audience confidence can have a damaging long term effect. To this extent the Board has a policy of always maintaining uncommitted funds (currently £20,000 - £25,000) against the possibility of immediate or essential maintenance's

Accountants

M Finnis ACA, ACCA of Messrs Opass Billings Wilson & Honey LLP has indicated his willingness to be re-appointed and a resolution to give effect to this will be proposed at the Annual General Meeting of the Company.

BY ORDER OF THE BOARD


D. TALLOWIN - Chairman

Dated: 28th January 2021

Independent Examiner's Report to the Trustees of Erith Theatre Guild Limited

I report on the accounts of the company for the year ended 31st August 2020 which comprise the statement of financial activities, statement of financial position and the related notes.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. 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
3. to state whether particular matters have come to my attention.

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



M Finnis ACA, ACCA
Opass Billings Wilson & Honey LLP
Numeric House
98 Station Road
Sidcup
Kent DA15 7BY

28 January 2021
Date

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)**STATEMENT OF FINANCIAL ACTIVITIES****FOR THE YEAR ENDED 31ST AUGUST 2020**

	<u>Notes</u>	<u>Unrestricted Funds</u>		<u>Total Funds</u>	
		<u>Capital Fund</u>	<u>General Fund</u>	<u>2020</u>	<u>2019</u>
		<u>£</u>	<u>£</u>		<u>£</u>
<u>INCOME</u>					
Donations and Legacies	2 (a)	-	21,122	21,122	34,733
Investment Income	2 (b)	-	-	-	286
Other Income	2 (c)	-	31,453	31,453	11,665
Total Income		-	52,575	52,575	46,684
<u>EXPENDITURE</u>					
Charitable activities	3	-	44,901	44,901	40,845
Total Expenditure		-	44,901	44,901	40,845
Net movement in funds		-	7,674	7,674	5,839
Total Funds Brought Forward 1st September 2019		3,234	284,035	287,269	281,430
Total Funds Carried Forward at 31st August 2020		3,234	291,709	294,943	287,269

ERITH THEATRE GUILD LIMITED

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(LIMITED BY GUARANTEE)**STATEMENT OF FINANCIAL POSITION****31ST AUGUST 2020**

	<u>Schedule</u>	<u>2020</u>		<u>2019</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	5		159,964		169,407
<u>CURRENT ASSETS</u>					
Erith Playhouse Ltd		28,117		30,403	
Prepayments and Accrued Income		4,400		5,712	
Other Debtors		-		110	
Cash at Bank and in Hand		<u>104,904</u>		<u>84,588</u>	
		<u>137,421</u>		<u>120,813</u>	
<u>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</u>					
Accruals		<u>2,442</u>		<u>2,951</u>	
		<u>2,442</u>		<u>2,951</u>	
<u>NET CURRENT ASSETS</u>			<u>134,979</u>		<u>117,862</u>
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>			<u>294,943</u>		<u>287,269</u>
<u>CAPITAL AND RESERVES</u>					
Capital Fund - Unrestricted			3,234		3,234
General Fund - Unrestricted			<u>291,709</u>		<u>284,035</u>
			<u>294,943</u>		<u>287,269</u>

For the year ending 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- (i) The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- (ii) The trustee acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the board of trustees and authorised for issue on....., and are signed on behalf of the board by:



D. TALLOWIN



M. BATE

28th January 2021 **Dated**

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2020

1. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice : FRS 102 SORP.

b) Incoming Resources

Voluntary income including donations, covenants and subscriptions that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes theatre rental income which is recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

c) Grant Income

The company received a grant in relation to the governments Expanded Retail Discount Scheme, providing 100% business rates reliefs to certain businesses in 2020/21. The Guild will use this to cover inescapable expenditure in terms of keeping the Theatre running and ready for when they are allowed to return.

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e) Depreciation is charged to Theatre Expenses on the Company's Assets on the following basis:-

(i) Electrical Equipment at 15% per annum on the reducing balance of the Assets.

(ii) General Stage Equipment at 15% per annum on the reducing balance of the Assets.

(iii) Auditorium Refurbishment on straight line basis over 20 years.

(iv) Lease on straight line basis over 60 years.

(v) Property Improvements 10 year straight line.

f) In the opinion of the Directors the Profit and Loss Account formats required by Format 1 of schedule 1 to the 2008 regulations (Companies Act 2006) are inappropriate and may be liable to mislead. The format of the Statement of Financial Activities forming part of these Accounts affords, in the view of the Directors, a more satisfactory and informative presentation of a true and fair view of the Company's results and has been adopted accordingly.

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The theatre 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.

h) Debtors

Debtors are initially recorded at fair value and are assessed for impairment at each year end date. If any impairments exist the debtors are remeasured to the present value of the expected future cash inflows.

i) Creditors

Creditors are initially recorded at fair value and are then remeasured to the present value of the expected future cash outflows.

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

31ST AUGUST 2020

Schedule	Unrestricted Funds		Total 2020 £	Total 2019 £
	Capital Fund 2020 £	General Fund 2020 £		
2. INCOME				
a) Donations and Legacies				
Donations	-	-	-	840
Erith Playhouse Limited (under covenant)	-	19,447	19,447	31,482
Membership Subscriptions	-	1,675	1,675	2,411
	-	21,122	21,122	34,733
b) Investment income				
Bank Interest Received	-	-	-	286
	-	-	-	286
c) Other Income				
Rental income Erith Playhouse Limited	-	6,000	6,000	6,000
Theatre Hire	-	453	453	5,665
Grant Income	-	25,000	25,000	-
	-	31,453	31,453	11,665
TOTAL INCOME	-	52,575	52,575	46,684

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2020

	<u>Schedule</u>	<u>Unrestricted Funds</u>			
		<u>Capital Fund 2020</u>	<u>General Fund 2020</u>	<u>Total 2020</u>	<u>Total 2019</u>
3. EXPENDITURE					
a) Costs directly related to activities					
Theatre Rent and Rates		-	1,299	1,299	2,145
Theatre Insurance		-	14,203	14,203	15,039
Theatre Repairs and Maintenance		-	7,239	7,239	4,301
Licences and Performing Fees		-	836	836	555
		-	£23,577	£23,577	22,040
b) Support costs allocated to activities					
Telephone		-	1,493	1,493	1,598
Postage and Stationery		-	193	193	406
General Expenses		-	1,841	1,841	2,595
Related Depreciation		-	13,318	13,318	10,322
Theatre Heating		-	2,826	2,826	2,251
Governance Costs	3c)	-	1,653	1,653	1,633
		-	21,324	21,324	18,805
TOTAL EXPENDITURE		-	44,901	44,901	40,845
c) Governance costs					
Accountancy Fee		-	1,250	1,250	1,250
(Over)/Under provision of Accountancy Fee		-	17	17	30
Bookkeeping		-	114	114	340
Planning Applications		-	259	259	-
Companies House		-	13	13	13
		-	1,653	1,653	1,633

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2020

	<u>2020</u>	<u>2019</u>
4. <u>NET INCOMING RESOURCES FOR THE YEAR</u>		
This is stated after charging:	£	£
Depreciation	<u>13,318</u>	<u>10,322</u>

5. TANGIBLE ASSETS

	<u>Freehold Land</u>	<u>Leasehold Property & Improvements</u>	<u>Electrical Equipment</u>	<u>General Stage Equipment</u>	<u>Auditorium Refurbishment</u>	<u>Total</u>
<u>Cost</u>						
Balance Brought Forward	104	134,933	38,612	10,773	167,186	351,608
Additions	-	-	-	-	3,875	3,875
Balance Carried Forward	<u>104</u>	<u>134,933</u>	<u>38,612</u>	<u>10,773</u>	<u>171,061</u>	<u>355,483</u>
<u>Depreciation</u>						
Balance Brought Forward	-	63,602	32,092	10,655	75,852	182,201
Depreciation for the year	-	3,769	978	18	8,553	13,318
Balance Carried Forward	<u>-</u>	<u>67,371</u>	<u>33,070</u>	<u>10,673</u>	<u>84,405</u>	<u>195,519</u>
<u>Net Book Values at:</u>						
31st August 2020	<u>104</u>	<u>67,562</u>	<u>5,542</u>	<u>100</u>	<u>86,656</u>	<u>159,964</u>
31st August 2019	<u>104</u>	<u>71,331</u>	<u>6,520</u>	<u>118</u>	<u>91,334</u>	<u>169,407</u>

6. DEBTORS

	<u>2020</u>	<u>2019</u>
Erith Playhouse Ltd	28,117	30,403
Prepayments and Accrued Income	4,400	5,712
Other Debtors	-	110
	<u>32,517</u>	<u>36,225</u>

(LIMITED BY GUARANTEE)NOTES TO THE ACCOUNTS31ST AUGUST 2020

	<u>2020</u>	<u>2019</u>
7 CASH AT BANK AND IN HAND		
Bank Current Account	53,592	33,276
Deposit Account	41,208	41,208
Building Society Account	10,104	10,104
	<u>104,904</u>	<u>84,588</u>
	<u><u>104,904</u></u>	<u><u>84,588</u></u>
8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Accruals	1,370	1,518
Other Creditors	1,000	1,000
VAT	72	433
	<u>2,442</u>	<u>2,951</u>
	<u><u>2,442</u></u>	<u><u>2,951</u></u>

9. CONTINGENT LIABILITIES

As part of the new Lease Agreement for the Theatre with the Local Authority, Erith Theatre Guild Limited will be required to carry out various improvements and repairs to the property.

10. CALLED UP SHARE CAPITAL

The Company is Limited by Guarantee not having a Share Capital.

11. RELATED PARTY TRANSACTIONS

During the year the company received £19,447 under Deed of Covenant from Erith Playhouse Limited.

During the year the company received £6,000 from Erith Playhouse Limited for the hire of the theatre.

At the year end the company was owed £28,117 by Erith Playhouse Limited.

The companies are related by virtue of them being under the control of the same board of directors.