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Bedford Theatre Trust Limited

Report and Accounts

31 March 2025

Bedford Theatre Trust Limited
Charity Information for the year ended 31 March 2025

Directors/Trustees

R C Levene
B Jackson (resigned 2 October 2024)
B Shah

Secretary

R C Levene

Accountants

Cowley Holmes Accountants Limited
9 Goldington Road
Bedford
MK40 3JY

Bankers

National Westminster Bank Plc
81 High Street
Bedford
MK40 1NE

Registered office

35 Paddocks Road
Rushden
NN10 6RY

Registered number

01166013

Charity Number

267522

Bedford Theatre Trust Limited
Report of the Trustees
For the year ended 31 March 2025

The Trustees, who are also Directors, present their report and financial statements for the year ended 31 March 2025.

Structure, Governance and Management

The Bedford Theatre Trust Limited was incorporated on 8 April 1974, as a company limited by guarantee no.1166013, not having a share capital and being a registered charity in England and Wales no. 267522. The governing document of the charity is the Memorandum and Articles of Association.

The Trust is run totally by the Board members who are all volunteers. The Trustees continue to maintain overall control of the activities of the Trust. Following the decision of the Trustees last year regarding the best way to provide support and advice to others, perhaps small local organisations, and to work jointly with others on one-off arts events for the benefit of the community, the Trustees followed up an approach to help deliver a celebration of the 800th anniversary of the Siege of Bedford Castle. As the people who made the approach did not have any structure upon which any application for funding could be made, applications were made to the Heritage Lottery Fund and the Local Authority in the name of the Trust on the condition that all finances were dealt with by and through the Trustees. As a result a piece of theatre with music was commissioned and four free performances took place over the August Bank Holiday weekend. One of the conditions of the funding was that the performances were provided free and sufficient funding was achieved to make this a possibility. This proved very successful.

This collaboration has shown the Trustees that there is potentially a role for the Trust to play in such a capacity in the future and as a result the Trustees have commissioned an external advisor to produce a Business Plan with varying options to progress the Trustees' thinking. This is due to report in August 2025. A further purpose of this is to identify further Trustees with relevant grant making skills and to strengthen the Board in its relevant skills and diversity.

The Trustees will continue to monitor and review the risk assessment process on an ongoing basis which will be of greater importance as relationships are developed with numerous other organisations on a one-off basis.

Objectives and Activities

The principal activity and the objective of the charitable company at the present time continues to be the promotion, improvement and advancement of production of educational plays and encouragement of the arts through the provision of grants and services to the local artistic community.

Achievements and Performance of public benefits

The charitable company has continued to assist the promotion of educational plays, music, film, dance and other arts activities, encouraging activities which are accessible to all members of the community. During the year there was charitable expenditure of £30,107 (2024: £3,996) and income of £30,596 (2024: £499). This resulted in a surplus of £489 (2024: £3,497 deficit) and a surplus carried forward of £22,728 (2024: £22,239).

Bedford Theatre Trust Limited
Report of the Trustees (continued)
For the year ended 31 March 2025

The Charity has addressed public benefit purposes including:

- Promoting theatrical projects in an environment which encourages amateur artists to develop.
- Offering opportunities for a broad range of people from different backgrounds to get involved in the arts.

In carrying out these objectives the Trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's published general and relevant sub sector guidance concerning the operation of the Public Benefit requirement under the Act and in particular to its supplementary public benefit guidance on fee charging.

Financial Review & Reserve Policy

During this year the general reserves increased by £489 (2024: £3,497 decreased) and general reserves now stand at a surplus of £22,728 (2024: £22,239).

Investment Policy

The Trust's investment policy is to keep its funds in the Trust's main bank account to maintain flexibility in its operations.

Directors/Trustees

The following company directors, who are also Trustees of the charity, served throughout the year and up to the date of this report, unless otherwise indicated:

R C Levene
B Jackson (resigned 2 October 2024)
B Shah

Bedford Theatre Trust Limited
Report of the Trustees (continued)
For the year ended 31 March 2025

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the profit or loss of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Small Charitable Company provisions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees
and signed on their behalf by


R C Levene
Director

Date: 10/7/2025.

Bedford Theatre Trust Limited

Accountants' report to the Trustees on the unaudited accounts of Bedford Theatre Trust Limited

I report on the financial statements of the charity for the year ended 31 March 2025, which are set out on pages 6 to 9.

Respective responsibilities of Trustees and examiner

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

It is my responsibility to:

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

This report, including my statement, has been prepared for and only for the charity's Trustees as a body. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body for my examination work, for this report, or for the statements I have made.

Basis of independent examiner's report

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

Independent examiner's statement

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

- which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;

have not been met or

- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Barry Cowley FCA, CTA
Cowley Holmes Accountants Limited
9 Goldington Road
Bedford
MK40 3JY

Date: 15/07/2025

Bedford Theatre Trust Limited

**Statement of financial activities
(incorporating income and expenditure account)
for the year ended 31 March 2025**

| | Notes | Unrestricted General Fund £ | Restricted Fund £ | Total 2025 £ | Total 2024 £ |
|---|-------|--------------------------------------|-------------------------|--------------------|--------------------|
| Activities in furtherance of the charity's objectives: | | | | | |
| Rental income | | - | - | - | - |
| Ticket Sales | | - | - | - | 499 |
| Other | | - | 30,596 | 30,596 | - |
| Total incoming resources | | - | 30,596 | 30,596 | 499 |
| Resources expended | | | | | |
| Direct charitable expenditure: | | | | | |
| Theatre expenditure | | - | 27,267 | 27,267 | 3,456 |
| External advisor's fees | | 1,800 | 500 | 2,300 | - |
| | 2 | 1,800 | 27,767 | 29,567 | 3,456 |
| Governance costs | 3 | 540 | - | 540 | 540 |
| Total resources expended | | 2,340 | 27,767 | 30,107 | 3,996 |
| Movement in total funds for the year | | (2,340) | 2,829 | 489 | (3,497) |
| Transfer between funds | | 2,829 | (2,829) | | |
| Fund balances brought forward at 1 April | | 22,239 | - | 22,239 | 25,736 |
| Fund balance carried forward at 31 March | 6,7 | 22,728 | - | 22,728 | 22,239 |

The notes on page 8 to 9 form part of these financial statements.

All operations of the charitable company are continuing operations.

Bedford Theatre Trust Limited
Balance Sheet
as at 31 March 2025


| | Notes | 2025 £ | 2024 £ |
|---|-------|---------------|---------------|
| Current assets | | | |
| Debtors | 4 | - | 499 |
| Cash at bank and in hand | | 23,268 | 22,280 |
| | | <u>23,268</u> | <u>22,779</u> |
| Creditors: amounts falling due within one year | 5 | (540) | (540) |
| Net current assets | | <u>22,728</u> | <u>22,239</u> |
| Net assets | | <u>22,728</u> | <u>22,239</u> |
| Capital and reserves | | | |
| Unrestricted general fund | 6 | 22,728 | 22,239 |
| Total funds | | <u>22,728</u> | <u>22,239</u> |

The notes on pages 8 to 9 also form part of these financial statements.

For the year ended 31 March 2025 the charitable company was entitled to exemption under section 477(2) of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2025 and of its result for the year then ended in accordance with the requirements of sections 393, 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

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

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


R C Lovene
Director
Date: 10/7/2025

Bedford Theatre Trust Limited
Notes to the Accounts
for the year ended 31 March 2025

1 Accounting policies

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are as follows:-

1.2 The accounts have been prepared on a going concern basis.

1.3 Donations and grants, including capital grants, are included in the incoming resources when received.

When donors specify that grants are for particular purposes, this income is shown as a restricted fund.

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts.

Short term creditors are measured at transaction price (which is usually the invoice price).

Rental income represents monies received in respect of third parties' use of The Place.

1.4 The charity has identified the major costs of governance as being external costs related to the reporting accountants.

2 Resources expended

| | 2025 | 2024 |
|---|---------------|--------------|
| | £ | £ |
| Direct charitable expenditure: | | |
| Theatre expenditure (restricted fund) | 27,267 | 499 |
| External advisor's fees | 500 | - |
| | <u>27,767</u> | <u>499</u> |
| Other charitable expenditure: | | |
| Grants awarded to Bedford Players Trust | - | 3,000 |
| Theatre expenditure (general fund) | - | (43) |
| | <u>-</u> | <u>2,957</u> |
| | <u>27,767</u> | <u>3,456</u> |

3 Governance costs

| | 2025 | 2024 |
|----------------------------|------|------|
| | £ | £ |
| Independent examiner's fee | 540 | 540 |

4 Debtors

| | 2025 | 2024 |
|---------|------|------|
| | £ | £ |
| Debtors | - | 499 |

5 Creditors: amounts falling due within one year

| | 2025 | 2024 |
|------------------------------|------|------|
| | £ | £ |
| Accruals and deferred income | 540 | 540 |

Bedford Theatre Trust Limited
Notes to the Accounts
for the year ended 31 March 2025

6 Movement in funds

| | Balance as at 1 April 2024 £ | Movement for the year | | | Balance as at 31 March 2025 £ |
|---|---------------------------------------|----------------------------|----------------------------|----------------|--|
| | | Incoming resources £ | Resources expended £ | Transfers £ | |
| Unrestricted general fund | | | | | |
| Rental income, ticket commission and donations | 22,239 | - | (2,340) | | 19,899 |
| Restricted funds | | | | | |
| Other | - | 30,596 | (27,767) | | 2,829 |
| | <u>22,239</u> | <u>30,596</u> | <u>(30,107)</u> | <u>-</u> | <u>22,728</u> |

All funds received in relation to the main activity of the Charity are held in the unrestricted general fund. The restricted fund receipts relate to specific projects and are spent accordingly.

7 Net assets held by funds

| | Fixed assets £ | Debtors £ | Bank £ | Creditors £ | Total £ |
|---------------------------|----------------------|--------------|---------------|----------------|---------------|
| Unrestricted general fund | - | - | 23,268 | (540) | 22,728 |
| | <u>-</u> | <u>-</u> | <u>23,268</u> | <u>(540)</u> | <u>22,728</u> |

8 Trustees' remuneration

No Trustee received any remuneration, benefit or reimbursement of expenses during the year.

9 Taxation

The company is exempt from corporation tax due to its charitable status.

10 Financial commitments and contingent liabilities

There were neither financial commitments nor contingent liabilities at the year end.