

**Sewell Barn Theatre Trust Fund**  
**Registered Charity number 277724**  
**Year ended 31 August 2024**



**Charity name**            The Sewell Barn Theatre Trust Fund

**other names the charity is known by**            Friends of the Sewell Barn Theatre (working name)  
Sewell Barn Theatre Society (working name)

**Charity's principal address**            Sewell Barn Theatre  
Constitution Hill  
Norwich NR3 4BB

**Website**            [www.sewellbarn.org](http://www.sewellbarn.org)

**Charity Trustees**            Mrs June Gentle  
Mr Stephen Gidney  
Mr John Holden  
Mr Andrew Howard  
Mrs Waltraud Jarrold  
Mr Robert Little  
Ms Shelagh Maple  
Major Jonathan Redding

## **Structure, Governance and Management**

### **Governing Document**

The Sewell Barn Theatre Trust Fund is constituted as an arts and music trust with the Charity Commission. under Charity number 277724. It is governed by a Trust Deed dated 26 February 1979.

### **Organisation Structure**

The Charity Trustees are responsible for the general control and management of the charity. The Trustees have made provision for the day to day management of the Theatre and the control of finance to be carried out by a Committee, in conjunction with the Trustees. Substantial expenditure on the fabric, furniture or fittings of the Theatre is subject to prior written approval by the Trustees

### **Risk Management**

The Trustees have assessed the risks the Charity faces and have implemented systems to mitigate these. The Trustees are satisfied that systems are in place or arrangements are in hand, to manage the risks that have been identified. In particular, insurance cover is in place and the finances are kept under regular review.

## **Objectives and Activities**

The Charity aims to advance the education of the pupils of the Sewell Park Academy (formerly Blyth Jex School) and of the inhabitants of Norwich and surrounding area in the arts by maintaining a theatre for the exhibition of plays, cinematograph films, concerts, meetings and lectures.

The Trustees have given due regard to the Charity Commission's guidance on public benefit and have complied with their duties as detailed in the Charities Act 2011 with regard to public benefit. Careful consideration has been given to the accessibility of the Charity to as wide a community as possible. Reduced price admission to all plays in the regular season is offered for concessions and students are offered a further discount for one performance of each play.

## Achievements and Performance - the 2023/24 season

**1984**

***Bette and Joan***

***Immaculate***

***As You Like It***

***Comic Potential***

***The Memory of Water***

***Amy's View***

The season began with *1984* by George Orwell, followed by *Immaculate* by Oliver Lansley. *Comic Potential* by Alan Ayckbourn came after Christmas, followed by *Amy's View* by David Hare, (replacing *The Clearing* by Helen Edmundson), *Bette and Joan* by Anton Burge and then Shakespeare's *As You Like It*. The season finished with *The Memory of Water* by Shelagh Stephenson. We also included a short run of *Barbed Wire and Teddy Bears* by Karen Forbes.

An total of 90 seats were available for each performance in the main 7-show season and average attendance was an excellent 67% varying between 92.5% for *1984* and 46% for *Immaculate*, making the season a success both artistically and financially, and all shows exceeding the budgeted average of 45%.

Up-to-date information about the Theatre is available on the website ([www.sewellbarn.org](http://www.sewellbarn.org)) and The Barn can be regularly followed on Facebook and Twitter.

## Financial Review

We were delighted to note that attendances for the season were back to pre-Covid levels and while costs continued to rise, we were able to negotiate a new contract for considerably lower cost for utilities for the costume store. The surplus of £26,000 for the year was achieved by a combination of above-budget income and below-budget costs. Ticket sales came in at £21,000 above-budget with a corresponding increase in bar sales, there was a significant increase in the amount of interest on savings, and below-budget costs on production expenses and lower maintenance costs for the costume store all contributed.

We are delighted to acknowledge a grant of £2,500 towards lighting and technical improvements, together with continued sponsorship from Norfolk Gin.

Routine technical maintenance has been undertaken as the season progressed.

Looking ahead to 2024/25, we are expecting costs to continue to rise but we have not made any further increases to ticket prices. Income may be unpredictable for the year as the cost of living continues to fluctuate. We will be closely monitoring all income and expenditure, but especially the ongoing costs of utilities for the costume store. We are budgeting to break even on the season

## Bankers

Lloyds Bank plc, Gentleman's Walk, Norwich

## Independent Examiner

Crispin de Boos

The White House, Sandfield Lane, Eccles, Norwich NR16 2PB

## Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity Trustees



R Little (Chair)

date 1 October 2024

## SEWELL BARN THEATRE TRUST FUND

17/10/2024

Year ended 31 August 2024

## STATEMENT OF INCOME &amp; EXPENDITURE

2022/23 actual		2023/24				CURRENT BUDGET
		restricted	designated	unrestricted	total	
	INCOME					DRAFT
31,849	Production income			39,084	39,084	26,700
9,302	Bar/ices income			10,822	10,822	7,000
225	Subscriptions			579	579	250
15	Costume & venue hire			530	530	100
-	Interest gross			1,298	1,298	300
82	Miscellaneous income			0	0	100
-	Gift Aid			0	0	100
395	Grants sponsorship & donations		449	0	449	150
-	Lighting project & FOH	2,500			2,500	0
6,000	legacies		0		0	0
-	income for last year			0	0	0
70	income for next year			165	165	0
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47,938	<b>TOTAL INCOME</b>	2,500	449	52,478	55,427	34,700
	EXPENDITURE	restricted	designated	unrestricted	total	
3,466	Production expenses			3,260	3,260	4,410
1,774	Publicity			2,464	2,464	2,675
5,115	Bar costs			6,576	6,576	5,700
72	Royalties			688	688	0
8,898	Ropemaker's rent rates insurance L & H			6,914	6,914	12,500
625	Room hire			933	933	300
191	Post stationery copying			263	263	300
327	Telephone			314	314	400
368	Licences & memberships			405	405	350
60	Audit fee			60	60	60
2,663	Insurance - Sewell Barn			2,845	2,845	2,400
2,104	Repairs & maintenance			347	347	1,000
-	H&S & training			0	0	0
331	Sundry			49	49	100
273	Equipment	0	0	1,163	1,163	0
123	expenses for last year			305	305	0
4,859	expenses for next year, royalties			2,390	2,390	4,500
385	Wardrobe upgrade	22			22	0
-	Technical upgrades & FOH			0	0	0
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31,634	<b>TOTAL EXPENDITURE</b>	22	0	28,975	28,998	34,695
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16,304	<b>net income(expenditure)</b>	2,478	449	23,503	26,429	5

## transfers between funds

2,478	449	23,503	26,429
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## CASH RESOURCES

	restricted	designated	unrestricted	total
cash at bank 1 September 2023	1,020	9,546	57,611	68,176

## CASH FUNDS to date / at 31 August 2024 (1)

68,176	Lloyds bank	3,498	9,995	5,743	19,178
-	to 29/7/ Lloyds deposit				0
-	Lloyds instant saver			75,370	75,427
68,176					94,605

Notes (1)	Funds analysis	b/f	received	paid	transfers	c/f
Restricted	Technical purchases	0	2,500	0	0	2,500
	Wardrobe sale proceeds	1,020	0	22	0	998
Designated	donations general	3,546	449	0		3,995
	A Giles bequest	6,000	0	0	0	6,000
unrestricted	general funds	57,611	52,478	28,975		81,114
		68,176	55,427	28,998	0	94,606

## **Independent Examiner's report**

I report on the accounts of the Sewell Barn Theatre Trust for the year ended 30 August 2024 which are set out on the preceding pages.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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.

### **Basis of the Independent Examiner's report**

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

### **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 charity 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 conjunction 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.

### **Independent Examiner**



date 8 October 2024

Crispin de Boos  
The White House  
Sandfield Lane  
Eccles  
Norwich NR16 2PB