

Charity Number 279361

CHELMSFORD THEATRE WORKSHOP

UNAUDITED

TRUSTEES REPORT AND FINANCIAL STATEMENT

FOR THE YEAR ENDED 31st MARCH 2023

CHELMSFORD THEATRE WORKSHOP

31st MARCH 2023

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31st MARCH 2023

Chelmsford Theatre Workshop is a registered charity governed by a constitution approved by the Charities Commission; Registration Number 279361.

Objectives and activities

The principal objective of the charity is to advance the education of the public in relation to all aspects of the art of drama and the development of public appreciation of such art. A number of amateur productions and other activities were held at The Old Court Theatre during the year.

Achievement and performance

The main way the principal objective was to be met was by the production and presentation of a variety of dramatic works. This is the first full year following the closure of the theatre because of the effects of Covid and did not reopen until the end of August 2021. By the end of this full financial year, the group had staged a total of 8 productions and also 4 social evenings.

Financial review

The charity is in a fairly strong financial position holding unrestricted funds of £142,369 at the year end. The trustees consider that a maximum of six months running costs should be held, together with adequate funds to maintain the theatre and future productions.

They have under consideration the future development of the organisation and propose to continue with refurbishing parts of the property as soon as funds become available.

Structure, governance and management

Chelmsford Theatre Workshop is governed by its constitution dated 15 May 2010. The overall management of the charity is the responsibility of the Trustees who are elected or co-opted under the terms of the constitution.

Reference and administrative details

The principal address is The Old Court Theatre, 233 Springfield Road, Chelmsford, Essex CM2 6JT.

CHELMSFORD THEATRE WORKSHOP

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31st MARCH 2023

Trustees

Mr. V R Bence	Treasurer
Mr. D Segeth	Theatre Manager
Mr. M Preston	Secretary
Mr. J Christie	Artistic Director
Ms. L. Johnson	Social Media
Vacant	Publicity Manager
Mr. P Wright	Technical Director
Mr. I Holding Sutton	Membership Secretary
Mr. M Sutton	Member without portfolio

This report was approved by the Trustees on 27 March 2024
and signed on their behalf by V R Bence (Theatre Treasurer)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Chelmsford Theatre Workshop

On accounts for the year
ended

31st March 2023

Charity no
(if any)

279361

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

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 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 3rd April 2024

Name:

Karen Roddam

Relevant professional
qualification(s) or body
(if any):

CIMA

Address:	2 Cornhouse Buildings
	Claydons Lane,
	SS6 7UP

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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CHELMSFORD THEATRE WORKSHOP

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31st MARCH 2023

	Notes	31.3.23 £	31.3.22 £
Incoming resources (all unrestricted funds)			
Donations and grants		12	10,681
Membership subscriptions		1,199	1,364
Tax Gift aid		0	0
Productions		31,908	18,989
Catering		11,153	5,379
Miscellaneous		3,215	2,397
Bank interest		38	37
		-----	-----
Total incoming resources		<u>47,525</u>	<u>38,847</u>
Resources expended (all unrestricted funds)			
Donations		0	0
Newsletter		0	0
Productions		19,708	14,229
Catering		6,206	3,588
Old Court Theatre – running expenses	4	23,446	22,327
Administration		2,291	587
		-----	-----
Total resources expended		<u>51,651</u>	<u>40,731</u>
Net (outgoing) incoming resources		(4,126)	(1,884)

The notes on pages 7 to 9 form part of these financial statements.

CHELMSFORD THEATRE WORKSHOP

BALANCE SHEET

31st MARCH 2023

	Notes	31.3.23 £	£	31.3.22 £	£
FIXED ASSETS					
Tangible assets	6		73,064		75,507
CURRENT ASSETS					
Stock		661		707	
Prepayments		1,572		1,533	
Cash in bank and in hand		<u>67,672</u>		<u>69,382</u>	
		69,905		71,622	
CREDITORS : amounts falling due					
Within one year	7	<u>600</u>		<u>633</u>	
NET CURRENT ASSETS			69,305		70,989
			-----		-----
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>142,370</u>		<u>146,496</u>
TOTAL FUNDS – unrestricted			<u>142,370</u>		<u>146,496</u>

The financial statements were approved by the Trustees on 27 March 2024 and signed on their behalf by V R Bence (Theatre Treasurer)

The notes on pages 7 to 9 form part of these financial statements.

CHELMSFORD THEATRE WORKSHOP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st MARCH 2023

1. Basis of accounting

These accounts have been prepared on the basis of historical cost convention with items recognised at cost unless otherwise stated.

The accounts have been prepared in accordance with :

The Statement of Recommended Practice : Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 -- Charities SORP(FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

2. Accounting policies

Change of accounting policy - arose from the introduction of FRS 102 and no material changes arise in respect of the previous financial year.

Incoming resources

- Recognition of incoming resources – These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.
- Incoming resources with related expenditure – Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the SoFA.
- Grants and donations – Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
- Tax claims on donations and gifts – Incoming resources from tax claims are included in the SoFA when received.
- Volunteer help – The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.
- Investment income – This is included in the SoFA when received.

Expenditure and liabilities

- Liability recognition – Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
- Governance costs – Included in administration relates to the cost of trustee meetings and the cost of any advice to the trustees on governance or constitutional matters.

Assets

- Tangible fixed assets for use by the charity – These are capitalised if they

can be used for more than one year, and cost at least £250. Depreciation on equipment is calculated on a straight line over a period of either three or five years depending on the expected life of the asset. Buildings are not depreciated as they are maintained at a level that the trustees consider the current market value exceeds original cost.

Stock – This is valued at the lower of cost or market value.

3. Taxation

The charity is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only.

4. Old Court Theatre - running costs

	31.3.23	31.3.22
	£	£
Repairs and maintenance	7,272	11,337
Equipment	542	522
Rates	1,355	838
Utilities	5,082	2,131
Refuse Disposal	1,780	1,122
Insurance	1,644	1,623
Theatre Licence	180	180
PRS	110	49
Subscriptions	190	268
Cleaning Services	1,597	879
Miscellaneous	1,249	848
Depreciation	<u>2,443</u>	<u>2,530</u>
	23,444	22,327

5. Trustee expenses and fees for examination of the accounts -- there were none for the current or previous year.

6. Tangible fixed assets

	Freehold land and buildings £	Equipment £	Total £
Cost			
At 1 st April 2022	71,106	42,793	113,899
Additions	0	2,381	2,381
Written Off	<u>0</u>	<u>0</u>	<u>0</u>
At 31 st March 2023	<u>71,106</u>	<u>45,174</u>	<u>116,280</u>

Depreciation

At 1 st April 2022	0	37,703	37,703
Charge for year	<u>0</u>	<u>2,443</u>	<u>2,443</u>
At 31 st March 2023	0	<u>40,146</u>	<u>40,146</u>

Net book value

As at 31 st March 2023	<u>71,106</u>	<u>1,958</u>	<u>73,064</u>
As at 31 st March 2022	<u>71,106</u>	<u>4,401</u>	<u>75,507</u>

All tangible fixed assets are used to fulfil the charity's objectives.
Land and buildings have a higher market value than cost. They have not been professionally valued but have been insured for £729,230.

6. Creditors and accruals

	31.3.23	31.3.22
	£	£
Accruals and deferred income	600	633