



Trustees' Annual Report for the period

From July 1st 2022 To June 30th 2023

Charity name: TOADS Theatre Company

Charity registration number: 286490

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To educate the public in the art of drama and to further the development and public appreciation and taste in the said art and to assist and further such charitable institutions and charitable purposes as the Committee of the Society shall from time to time determine |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | To promote plays, dramas, comedies and other dramatic works of educative value. To provide and maintain a Theatre and Society premises and plant, machinery, furniture, fixings, fittings scenery and all other necessary effects. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The Managing Trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit and to that end: attempt to present a programme appealing to the widest audience population, make appropriate concessions on ticket prices, make no charge for the use of the theatre by Devon Young Peoples Theatre and encourage other charities to fund-raise through our productions. |

Additional information (optional)

| | SORP reference | |
|---------------------------------|----------------|--|
| Contribution made by volunteers | Para 1.38 | The Charity could not function without the interest and involvement of its volunteer members and this report seeks to mark the valuable contribution made by all members volunteering in costume, props, set building and stage management behind the scenes, front of house stewarding, box office, on the bar and coffee bar, on the maintenance team, on stage as both actors and directors and the Managing Trustees on the Committee. |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | Whilst the charity has still been recovering from the impact of the Covid restrictions, there have been positive improvements including a return to 10 productions with youth provision during the year. Regular meetings of the Wednesday Club, Poets' Friday and the introduction of a community film club, Cinemundi, in The Little Theatre Café, are all open to the public at large. Eight local charities were supported through free first night ticket offers. The young people's programme through an arrangement with Devon Young People's Theatre was extended to under 12s. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| Achievements against objectives set | Para 1.41 | Our prime objective for this year, has been to recover financially from the losses made over the pandemic period. In attempting to achieve this, we: <ul style="list-style-type: none"> - returned to our normal production rate. - have attended to a number of outstanding maintenance issues concerning the assets of the charity. - have increased our audience levels, through pursuing a more 'popular' programme with extra one-off shows, but we are still working on an upward trajectory to get back to pre-pandemic audience levels. - increased the number of external hires of the facilities - introduced invitation to other local companies to showcase their work - introduced a second community opportunity (film club) to complement Wednesday club - changed auditors - introduced a new accounting system and moved to BACS payments alongside a more rigorous approach to purchasing |
| Performance of fundraising activities against objectives set | Para 1.41 | "Fund raising" in our context is through ticket sales, less production costs and hiring of our resources and assets. This has increased, due in part to the encouragement of wider use of the theatre and its spaces. |
| Investment performance against objectives | Para 1.41 | Through the Charities Aid Foundation the Charity has been able to disperse some of its funds into a fixed-term deposit account that not only has a favourable interest rate, but also mitigates the financial risk of accumulating funds over the FSCS protection limit in only one bank. |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The Charity made a small profit this year of £13k. as a result of more cautious expenditure even while audience numbers were still not back to pre-pandemic levels and there was an extended range of overdue maintenance requirements. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | Reserves are held primarily to ensure that the company can keep the theatre building and demesne in an appropriate condition. The contingency sum was increased this year from £40k-£75k |
| Amount of reserves held | Para 1.22 | £75,000 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The charity's principal sources of funds are: -Ticket sales for the company's productions and any other productions the company decides to promote. -Membership subscriptions |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Beyond the fixed-term deposit accounts referred to above, the Trust has no further investments. |
| A description of the principal risks facing the charity | Para 1.46 | The principal risks are related to the maintenance of the theatre, both the building and its equipment, mitigated by our insurance cover. However, cancellation of a production because of illness or other issues remains a concern. We plan to maintain and increase audience numbers through the design of an attractive and popular season of drama productions. |

Structure, Governance and Management

| | | |
|--|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | Unincorporated Association The Charity plans, through resolution at the next AGM in October 2023, to update the |

| | | |
|---|-----------|--|
| | | current Constitution to bring it into line with current practice. |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Committee of Managing Trustees are drawn from and elected by Membership of the Theatre Company annually with Chair, Secretary and Treasurer posts held for a number of years for continuity. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | The Committee of Managing Trustees are kept abreast of their role and responsibilities and all communications from the Charity Commission are distributed. The Charity does not have a complex structure or objective, so induction is straightforward. |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>The Committee of Managing Trustees meets once a month and is operated by volunteers. The Committee has overall responsibility for all aspects of the running of the theatre. There are some sub-committees that look after specific aspects.</p> <p>The Theatre is a member of The Little Theatre Guild and there are a number of complementary links to other amateur theatre organisations across the immediate area.</p> |
| Relationship with any related parties | Para 1.51 | <p>Committee members have a commitment to working with other charities that share the same educational interests and principles as this one. This year saw the introduction of one night showcases of productions from other local amateur companies.</p> <p>TOADS Theatre Company offers different local charities the opportunity to raise funds from them selling tickets for first night performances. A new policy of 50 first night seats per charity is to be introduced for the 23-24 season. This allows more general public access, whilst retaining the charitable benefit.</p> |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | TOADS Theatre Company |
| Other name the charity uses | - |
| Registered charity number | 286490 |
| Charity's principal address | The Little Theatre, St Mark's Road, Meadfoot, Torquay TQ1 2EL |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|------------------|----------------------|-----------------------------------|---|
| 1 | Anna Reynolds | Chair | | TOADS Members |
| 2 | Jill Pettigrew | Secretary | | Ditto |
| 3 | Nicola Margetts | Treasurer | | Ditto |
| 4 | Alan Tanner | Retiring Treasurer | 1 July - 1 October 2022 | Ditto |
| 5 | Charmaine Dudley | Membership Secretary | | Ditto |
| 6 | Andrew Kenyon | Archivist | | Ditto |
| 7 | John Miles | | | Ditto |
| 8 | Alistair Conquer | | | Ditto |
| 9 | Julie Hancocks | | from 24 October 2022 | Ditto |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |

| | | |
|---------------|--|--|
| Director name | | |
| | | |

Corporate trustees – names of the directors at the date the report was approved

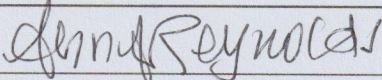
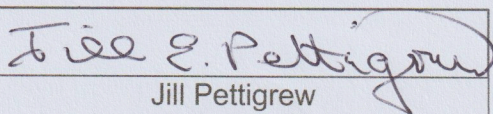
Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|---------------|-----------------------------------|-------------------|
| Alec Stokes | | Custodian Trustee |
| Anna Reynolds | | Custodian Trustee |
| Jean Roberts | | Custodian Trustee |
| Rob Newman | | Custodian Trustee |

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|---|
| Signature(s) |  |  |
| Full name(s) | Anna Reynolds | Jill Pettigrew |
| Position (eg Secretary, Chair, etc) | CHAIR of TOADS | Secretary of TOADS |
| Date | 30 th October 2023 | |



REGISTERED CHARITY NUMBER: 286490

TOADS Theatre Company
Receipts and Payments Accounts
30 June 2023

PEPLOWS LIMITED
Chartered Accountants
Moorgate House
King Street
Newton Abbot
Devon
TQ12 2LG

TOADS Theatre Company
Receipts and Payments Accounts
Year ended 30 June 2023

| | Page |
|---|-------------|
| Trustees Annual Report | 1 - 2 |
| Independent examiner's report to the trustees | 3 |
| Receipts and Payments Account | 4 |
| Statement of Asset and Liabilities | 5 |
| Fixed Asset Schedule | 6 |

**TOADS Theatre Company
Trustees' Annual Report For The Year Ended 30 June 2023**

Reference and Administration Details

| | |
|----------------------------------|--|
| Charity Name | TOADS Theatre Company |
| Registered Charity Number | 286490 |
| Principal Office | St Marks Road Meadfoot Torquay Devon TQ1 2EL |

Names of the Charity Trustees who Manage the Charity

| | |
|-------------------|---------------------------|
| Jill Pettigrew | |
| Anna Reynolds | |
| Andrew Kenyon | |
| Charmaine Dudley | |
| Allistair Conquer | Appointed 25 October 2021 |
| John Miles | Appointed 25 October 2021 |
| Nicola Margetts | Appointed 25 October 2021 |
| Julie Hancocks | Appointed 24 October 2022 |

Names and Addresses of Advisers

| | |
|---------------------|---|
| Accountants: | Peplows Limited Moorgate House King Street Newton Abbot Devon TQ12 2LG |
|---------------------|---|

Structure, Governance and Management

Description of the Charity's Trusts:

| | |
|--------------------------------|---|
| Type of governing document | Constitution and Rules dated 1 February 1983 as amended on 17 October 2001 and 22 May 2007. |
| How the Charity is constituted | Board of Trustees |
| Trustee selection methods | The Trustees are appointed by the Committee and the property of the Society shall be vested in them to be dealt with by them as the Committee shall, from time to time, direct by resolution. Trustees shall hold office until death or resignation or until removed from office by Resolution of the Committee who may, for any reason which may seem sufficient to a majority of them present and voting at any meeting, remove any Trustee of Trustees from the office of Trustee. |

TOADS Theatre Company
Trustees' Annual Report For The Year Ended 30 June 2023

Objective and Activities

The objects are:

To educate the public in the art of drama and to further the development of public appreciation in the said art. The Trustees have paid due regard to the Charity Commissions guidance on public benefit in deciding the activities undertaken.

Activities

The society was formed in 1944 and acquired the current venue at the Little Theatre in Meadfoot, Torquay in the 1980's. The society has continued to grow and The Little Theatre is one of the major venues for smaller theatrical presentations in the South West.

Financial Review

The Accounts to 30 June 2023 are prepared as a Receipts and Payments Accounts as are the comparatives for 30 June 2022.

The Receipts and Payments Account shows a surplus of £13,127 (2022 a deficit of £41,390) for the year under review and the funds increased to £595,087.

Funds are unrestricted with a designated building fund remaining at £75,000 as the Committee is mindful of the age of the building and required building work.

The committee consider that the Reserves are adequate to ensure financial stability.

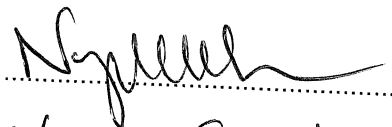
The financial situation is reviewed by the Committee monthly and considerable research and consideration is given to the content and practical possibilities of the annual productions programme.

Declaration

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

Signed on behalf of the Charity's Trustees

Signature:



Full Name:

Nicola Jane Margitts

Position:

Treasurer

Date:

4 October 2023

TOADS Theatre Company
Independent Examiner's Report On The Accounts For The Year Ended 30 June 2023

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 June 2023 which are set out on pages 4 and 5.

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.

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

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.



Moorgate House
King Street
Newton Abbot
Devon
TQ12 2LG

Michael Young FCA – ICAEW
Peplows Limited
Chartered Accountants

Date: 9.10.23

TOADS Theatre Company
Receipts and Payments Account
Year ended 30 June 2023

| | 2023 Unrestricted Funds | 2022 Unrestricted Funds |
|--|-------------------------------|----------------------------|
| £ | £ | £ |
| INCOME FROM: | | |
| Donations & Legacies | | |
| Trading Activities | 569 | - |
| Wardrobe and Room Hire | | |
| Coffee Shop and Bar Sales | 1,423 | 547 |
| Sundry Income | 36,693 | 15,369 |
| | <u>54</u> | <u>7,415</u> |
| Charitable Activities | 38,170 | 23,331 |
| Activity Income | | |
| Theatre Club | 124,879 | 70,097 |
| Membership Fees | 19,635 | |
| Artistes - Gross Ticket Sales | 8,081 | |
| | <u>-</u> | <u>6,052</u> |
| | 152,595 | 76,149 |
| Investment Income | | |
| | <u>577</u> | <u>483</u> |
| TOTAL | <u>191,911</u> | <u>99,963</u> |
| EXPENDITURE ON: | | |
| Cost of Trading Activities | | |
| Shop and bar costs - Purchases | 18,213 | |
| | <u>18,213</u> | 9,750 |
| Charitable Activities | | |
| Charitable Activity Costs | 26,844 | 4,718 |
| Support Costs | 42,287 | 40,940 |
| Cleaning | 6,795 | 7,835 |
| Depreciation | 12,902 | 13,854 |
| Electricity and Gas | 10,848 | 10,961 |
| Extraordinary Expenses | - | 4,066 |
| General Expenses | 2,761 | 1,326 |
| Insurance | 8,468 | 8,185 |
| Online Costs | 6,251 | 6,458 |
| Advertising | 9,900 | - |
| Maintenance | 22,277 | 21,964 |
| Printing and Stationery | 3,021 | 3,914 |
| Rates and Water | 1,112 | 60 |
| Sundry Expenses | 17 | 2,982 |
| Telephone and Internet | 863 | 1,150 |
| | <u>154,345</u> | <u>128,413</u> |
| Management & Administration | | |
| Bank Charges | 3,886 | |
| Professional Costs | 2,340 | |
| | <u>6,226</u> | <u>3,190</u> |
| TOTAL | <u>178,784</u> | <u>141,353</u> |
| NET INCOME / (EXPENDITURE) | 13,127 | (41,390) |
| NET MOVEMENT IN FUNDS | 13,127 | (41,390) |
| RECONCILIATION OF FUNDS: | | |
| Balance brought forward 1st July 2022 | 581,960 | 623,350 |
| Balance carried forward 30th June 2023 | 595,087 | 581,960 |

TOADS Theatre Company
Statement of Assets and Liabilities
Year ended 30 June 2023

| | 2023 | 2022 |
|--|---------|---------|
| | £ | £ |
| FIXED ASSETS | | |
| Tangible Assets | 358,271 | 370,325 |
| CURRENT ASSETS | | |
| Stock | - | - |
| Debtors & Prepayments | - | - |
| Cash at bank and in hand | 236,816 | 211,635 |
| TOTAL CURRENT ASSETS | 236,816 | 211,635 |
| LIABILITIES: | | |
| Creditors: Amounts falling due within one year | 236,816 | 211,635 |
| NET ASSETS | 595,087 | 581,960 |
| THE FUNDS OF THE CHARITY | | |
| Unrestricted funds | | |
| Adjustment from Accruals to Cash Basis | 595,087 | 581,960 |
| Restricted Funds | - | - |
| TOTAL CHARITY FUNDS | 595,087 | 581,960 |
| Funds Designated for Building Fund | 75,000 | 75,000 |
| Balance of Unrestricted Funds | 520,087 | 506,960 |

Approved by the trustees

Signature 

Full Name **NICOLA JANE MARGITT**

Position: Trustee

Date: **4 October 2023**

TOADS THEATRE COMPANY
YEAR ENDED 30 JUNE 2023

FIXED ASSETS

| COST | FREEHOLD PROPERTY | F, F & EQUIPMENT | WIGS & COSTUMES | SETS | TOTAL |
|-----------------------|------------------------------|---------------------------------|--------------------------------|---------------|----------------|
| B/FWD | 346,969 | 322,828 | 6,350 | 5,067 | 681,214 |
| ADDITIONS | - | 848 | - | - | 848 |
| DISPOSALS | - | - | - | - | - |
| C/FWD | 346,969 | 323,676 | 6,350 | 5,067 | 682,062 |
| DEPR'N | 1% SL | 10% RB | 10% SL | 10% SL | |
| B/FWD | 68,554 | 232,050 | 5,718 | 4,567 | 310,889 |
| CHARGE FOR THE YEAR | 3,470 | 9,417 | 15 | - | 12,902 |
| ON DISPOSALS | - | - | - | - | - |
| C/FWD | 72,024 | 241,467 | 5,733 | 4,567 | 323,791 |
| NBV @ 30/06/23 | 274,945 | 82,209 | 617 | 500 | 358,271 |
| NBV @ 30/06/22 | 278,415 | 90,778 | 632 | 500 | 370,325 |