

Charity registration number 289287  
Company registration number 01798526 (England and Wales)

**HERNE BAY LITTLE THEATRE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

# HERNE BAY LITTLE THEATRE

## LEGAL AND ADMINISTRATIVE INFORMATION

<b>Trustees</b>	Mrs Jennifer Manners Mr A Beechey Mrs Judith Challis Mrs Sally Church Mr David Kemp Mr Terrence Jemmett Ms Shelagh Scarborough (resigned 20 <sup>th</sup> August 2023) Mr Philip Robinson
<b>Secretary</b>	Mrs Sally Church
<b>Charity number</b>	289287
<b>Company number</b>	01798526
<b>Registered office</b>	44 Bullers Avenue Herne Bay Kent England CT6 8UH
<b>Independent examiner</b>	Dickinsons Accountants (Kent) Limited 175b Reculver Road Herne Bay CT6 6PY

# **HERNE BAY LITTLE THEATRE**

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# **HERNE BAY LITTLE THEATRE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2024**

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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 2019).

### **Objectives and activities**

#### **Objectives and aims**

The principal object of the charity is to advance the education of the public by promoting, understanding and appreciation of the arts of opera and drama in all their aspects.

### **Significant activities**

The charity is engaged in the provision of drama productions and ancillary activities, all of which are conducted on a voluntary basis with amateur status in accordance with the charitable objects of the charity. The charity operates under the name of 'Herne Bay Little Theatre'.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Achievements and performance**

#### **Charitable activities**

We are pleased to report that we are back to producing six shows a year and most of them sold out. We also had a sell out talk about Amy Johnson and a visiting theatre group. The film shows are still proving successful, which are free to all members. The monthly coffee mornings continues to attract a large turnout of enthusiastic members and the youth group presented their first performance and short film. We also purchased a new projector which now enables us to project scenery at the back of the stage.

#### **Financial review**

The charity is a not for profit organisation and therefore seeks to generate sufficient income from its activities to meet day-to-day expense needs. The trustees consider it prudent to keep some reserves to cover any unexpected capital expenditure in relation to the building and also to cover maintenance of the fabric of the building. The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Plans for future periods**

We are in the process of applying for planning permission to build a new extension which will increase our dressing room area and wardrobe storage.

#### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

# **HERNE BAY LITTLE THEATRE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** ***FOR THE YEAR ENDED 31 MARCH 2024***

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs Jennifer Manners  
Mr A Beechey  
Mrs Judith Challis  
Mrs Sally Church  
Mr David Kemp  
Mr Terrence Jemmett  
Ms Shelagh Scarborough (resigned 20<sup>th</sup> August 2023)  
Mr Philip Robinson

As required by the Articles of Association, trustees are appointed by the company in general meeting, with occasional trustees being co-opted by the board of trustees. Any co-opted trustee so appointed shall retain their office only until the next Annual General Meeting but is able to stand for re-election.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Charity is under the control of the trustees who make all the decisions regarding the management of the company.

The trustees' report was approved by the Board of Trustees on the 17<sup>th</sup> of July 2024.

**Trustee**

# **HERNE BAY LITTLE THEATRE**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HERNE BAY LITTLE THEATRE**

I report to the trustees on my examination of the financial statements of Herne Bay Little Theatre (the charity) for the year ended 31 March 2024.

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

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no 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 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Alexander Dickinson FCCA  
Dickinsons Accountants (Kent) Limited  
175b Reculver Road  
Herne Bay  
Kent  
CT6 6PY

Dated:

# HERNE BAY LITTLE THEATRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT *FOR THE YEAR ENDED 31 MARCH 2024*

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Income from:</b>			
Charitable activities	3	21,015	19,169
Other trading activities	4	9,396	3,689
Investments	5	469	424
<b>Total income</b>		<u>30,880</u>	<u>23,282</u>
<b>Expenditure on:</b>			
Raising funds	6	-	-
Charitable activities	7	20,886	23,155
<b>Total expenditure</b>		<u>20,886</u>	<u>23,155</u>
<b>Net expenditure for the year/ Net movement in funds</b>		9,994	126
Fund balances at 1 April 2023		<u>132,092</u>	<u>131,966</u>
<b>Fund balances at 31 March 2024</b>		<u>142,086</u>	<u>132,092</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HERNE BAY LITTLE THEATRE

## BALANCE SHEET AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible assets	11		108,783		110,103
<b>Current assets</b>					
Debtors	12	1,539		844	
Cash at bank and in hand		36,122		24,815	
		37,661		<u>25,659</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(4,358)</u>		<u>(3,670)</u>	
Net current assets			<u>33,303</u>		<u>21,989</u>
<b>Total assets less current liabilities</b>			<u>142,086</u>		<u>132,092</u>
<b>Income funds</b>					
Unrestricted funds			<u>142,086</u>		<u>132,092</u>
			<u>142,086</u>		<u>132,092</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on the 17<sup>th</sup> of July 2024

**Trustee**

**Company registration number 01798526**



# HERNE BAY LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS *FOR THE YEAR ENDED 31 MARCH 2024*

### 1 Accounting policies

#### Charity information

Herne Bay Little Theatre is a private company limited by guarantee incorporated in England and Wales. The registered office is 44 Bullers Avenue, Herne Bay, Kent, CT6 8UH, England.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

# HERNE BAY LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### *FOR THE YEAR ENDED 31 MARCH 2024*

#### 1 Accounting policies (Continued)

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% on cost
Fixtures and fittings	25% on reducing balance

##### 1.7 Taxation

The charity is exempt from corporation tax on its charitable activities.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Charitable activities

	2024 £	2023 £
Production	16,708	14,656
Programmes	299	-
Subscriptions	2,268	2,573
Charitable rental income	1,180	1,320
Other income	560	620
Local authority grant	-	-
	<u>21,015</u>	<u>19,169</u>

# HERNE BAY LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2024*

### 4 Other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising income	5,234	390
Sales of food and drink	4,162	3,299
	<u>9,396</u>	<u>3,689</u>

### 5 Investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	<u>469</u>	424

### 6 Raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising and publicity		
Fundraising costs	=	=
Trading costs		
Purchase of food and drink	=	=
	=	=

# HERNE BAY LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 7 Charitable activities

	2024	2023
	£	£
Depreciation and impairment	5,067	4,141
Production costs	-	-
Licences	1,536	1,242
Water rates	(387)	3,668
Property insurance	1,447	2,387
Light and heat	6,326	5,561
Office expenses	952	1,038
Printing, postage and stationery	62	147
Sundries	1,208	172
Property expenses	2,719	2,686
Cleaning	1,106	962
Credit card charges	450	444
	<u>20,486</u>	<u>22,448</u>
Share of support costs (see note 8)	400	707
	<u>20,886</u>	<u>23,155</u>

### 8 Support costs

	Support costs	Governance costs	2024	Support costs	Governance costs	2023
	£	£	£	£	£	£
Accountancy	400	-	400	436	-	436
Directors and officers liability insurance	-	-	-	271	-	271
	<u>400</u>	=	<u>400</u>	<u>707</u>	=	<u>707</u>
Analysed between Charitable activities	<u>400</u>	=	<u>400</u>	<u>707</u>	=	<u>707</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

There were no transactions with related parties during the year, see note 14.

### 10 Employees

The average number of employees during the year was 0 (2023 - 0).

# HERNE BAY LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 11 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Total
	£	£	£
<b>Cost</b>			
At 1 April 2023	<u>159,885</u>	<u>43,348</u>	<u>203,233</u>
Additions	-	3,748	-
At 31 March 2024	<u>159,885</u>	<u>47,096</u>	<u>206,981</u>
<b>Depreciation and impairment</b>			
At 1 April 2023	<u>53,512</u>	<u>39,618</u>	<u>93,130</u>
At 31 March 2024	<u>56,709</u>	<u>41,488</u>	<u>98,197</u>
<b>Carrying amount</b>			
At 31 March 2023	<u>106,373</u>	<u>3,730</u>	<u>110,103</u>
At 31 March 2024	<u>103,176</u>	<u>5,608</u>	<u>108,784</u>

### 12 Debtors

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Other debtors	-	-
Prepayments and accrued income	1,539	844
	<u>1,539</u>	<u>844</u>

### 13 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,637	749
Accruals and deferred income	2,721	2,921
	<u>4,358</u>	<u>3,670</u>

### 14 Related party transactions

#### Transactions with related parties

During the year there were no related party transactions.