

JAMES MENZIES-KITCHIN MEMORIAL TRUST

ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2020

Registered charity number 295080

JAMES MENZIES-KITCHIN MEMORIAL TRUST

Administrative Details

Registered Charity Number	295080
Principal address	Talton Farm Cottage Newbold-on-Stour Stratford-upon-Avon Warwickshire CV37 8UB
Trustees	Justin Audibert Stephen Fewell (Chair) Robert Gill (Secretary) Christopher Haydon Cordelia O'Neill Lucy Popescu Ben Power (Stepped down 1 st November 2020) Mark Rosenblatt (Vice Chair)
Patrons	Baroness Howe Sir Ian McKellen Dame Judi Dench Clare Menzies-Kitchin MBE Tom Morris OBE
Bankers	HSBC 13 Chapel Street Stratford upon Avon Warwickshire CV37 6ET CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

JAMES MENZIES-KITCHIN MEMORIAL TRUST

Report of the Trustees for the year ended 30 September 2020

Governing Document

The James Menzies-Kitchin Memorial Trust, known as the JMK Trust, is a registered charity governed by trust deed dated 20th August 1986.

Objectives and Policies

The Trust facilitates young and emerging theatre directors in developing and staging their work, providing professional support and mentorship. Each year the JMK Trust provides talented directors with awards and bursaries, guidance and development opportunities. We present the annual **James Menzies-Kitchin Young Director's Award** (The JMK Award) to one outstanding candidate.

Since 1997 the JMK Trust has nurtured and discovered a new generation of exciting, visionary young directors whose work and influence can be seen throughout the British theatre industry.

Achievements and Performance

In developing the objectives for the year, and in planning activities, the Trustees have considered the Charity Commission's general guidance on public benefit.

During this most challenging of years with the national lockdown due to COVID19, the Trustees took the decision to furlough the Trust's one member of staff for part of the year, with the Chair and freelance Director Practitioners working to ensure that the work of the Trust could continue during this period. We were particularly grateful for a significant donation from Sir Ian McKellen during this financial year, which helped to ensure the survival of the organisation.

In order to manage the challenges created by the pandemic and a national lockdown the Trustees began monthly online Trustee meetings instead of quarterly in-person ones. This proved vital in keeping everyone informed and ensuring strategic decisions could be made efficiently.

The JMK Award is the single most sought-after prize for outstanding young theatre directors. Great directors acknowledge that you learn to direct by directing – but opportunities to do so are extremely scarce. **The JMK Award** allows participants to do exactly that. For many, winning this award is the breakthrough moment in their directing career. Taking part in the Trust's unique selection process has itself given a powerful impetus to the best theatre practitioners of the future.

Tristan Fynn-Aiduenu was the winner of the JMK Award 2019 and his production of *Little Baby Jesus* by Arinzé Kene was produced by the Orange Tree Theatre with four weeks of performances from 18th October 2019. The production was designed by Tara Usher and was very well received consistently attracting 5 star reviews. It has since been nominated for three Off West End Awards for Performance Ensemble (Anyebe Godwin, Rachel Nwokoro and Khai Shaw), Director (Tristin Fynn-Aiduenu) and Sound Design (Nicola Chang). Actor Rachel Nwokoro won the Stage Debut Award 2020 for Best Performer in a play.

Runners-up Oscar Toeman with designer Rebecca Brower had their production of *The Sugar Syndrome* by Lucy Prebble produced by the Orange Tree in January 2020. This too was nominated for Off West End Awards - Best Leading Performance (Jessica Rhodes) and Best Supporting Performance (Ali Barouti, Alexandra Gilbreath & John Hollingworth) and Jessica Rhodes was nominated for the Stage Debut Awards 2020 for Best Performer in a play.

In December 2019 we began the JMK Award 2020 selection process, with a view to the winning production being at the Orange Tree Theatre in autumn 2020.

In January 2020 we received 157 applications for the first round. Due to COVID19 and the first lockdown a decision was taken to delay the second stage of the Award process by a month to allow the longlisted applicants more time given the unprecedented circumstances and the panel selected 8 finalists at an online meeting in May 2020. These finalists were Emily Aboud, Emerald Crankson, Matt Harrison, Ed Madden, Rafaella Marcus, Katherine Nesbitt, Becky Hope-Palmer and Diane Page. Due to the lockdown and the closure of our host venue the Orange Tree Theatre we put the selection process for the Award on hold until we knew we were able to go ahead again in May 2021.

JAMES MENZIES-KITCHIN MEMORIAL TRUST

Report of the Trustees for the year ended 30 September 2020 (continued)

National Programme

In this period, the National Programme, funded by the Arts Council Grants for the Arts, the Andrew Lloyd Webber Foundation and the Hollick Family Foundation continued to develop.

Between the October 2019 and March 2020 we delivered 37 in-person workshops hosted by our partner theatres to 401 participants. These included workshops led by David Loumgair of COMMON aimed at working class directors, on the relationship between writers and directors whilst working on new plays led by James Grieve and about storytelling led by JMK Award winner Tristan Fynn-Aiduenu.

With lockdown and the closure of our partner theatres our face-to-face programme of work was no longer able to go ahead, so we decided to adapt and innovate with #JMKSpace: a platform of online workshops on Zoom.

These workshops meant that we could maintain our support for directors around the country, as well as offer paid opportunities to established freelance creatives who found themselves without work. Between the beginning of May and end of September 2020 we delivered 28 online workshops to 950 participants.

This initiative proved highly successful, attracting new participants to our work as well as maintaining contact with those who regularly attend at our partner theatres. Workshops included those led by Nancy Medina, Jake Orr, Lyndsey Turner, Rebecca Frecknall and Ned Bennett.

The mailing list and regular newsletters along with social media became vital for sharing our opportunities during this challenging period.

We were delighted to receive a grant from The Victoria Wood Foundation to support two new assistant director bursaries at the Royal Exchange Theatre Manchester and Northern Stage. Due to the pandemic we were unable to go ahead with these as planned in this financial year.

Financial Review

The Trustees present the accounts for the year ending 30 September 2020. Income and expenditure for the period was greater than £25,000 and the accounts have therefore undergone independent examination in accordance with the requirements of the Charities Commission.

Total receipts for the period amounted to £108,360 (2018/19 £69,694) against payments of £75,220 (2018/19 £103,996). The Trust will carry forward £34,477 at the end of this period of which £10,476 is restricted funding.

This restricted funding represents the remainder of that received for the National Programme for activity in 2020 including the grant from the Golsoncott Foundation, the Victoria Wood grant and the remaining donation from Bob Carlton's family for the next bursary in his memory.

Our Fundraising and Marketing Administrator Katherine Rigg left in January 2020 after two and a half years in post and a decision was made to delay appointing a replacement until the financial situation was more secure. Then, when it was not possible to claim furlough for a new member of staff, this was postponed indefinitely. We are very grateful to Katherine for all her work for the Trust.

Reserves Policy

The Trust relies on the generous support of grant funders and donors in order to deliver its work. Given the uncertain nature of such funding in the long term, and significant increases this year in the competition for such funding and extended application processes, it is the renewed policy of the Trustees that sufficient unrestricted funds should be maintained. Industry standard across the sector is a reserve equivalent to three months operational costs £8,800. The board would like to achieve this in the short term, with a longer term goal of achieving a reserve fund at a level equivalent to the costs of administering and making the main Award for one year, approximately £60,000.

JAMES MENZIES-KITCHIN MEMORIAL TRUST

Report of the Trustees for the year ended 30 September 2020 (continued)

During this period there was a focus on being able to ensure the future viability of the organisation along with some focused fundraising to Trusts and Foundations which brought in new funding for the work in the next financial year.

In determining the Trust's reserves policy, the Trustees have had regard to the Charity Commission's Guidance "Charities' Reserves" (CC19). The Trustees regularly review the current finances and future financial trends of the Trust and as part of this process will review its level of reserves and reserves policy annually.

Future Developments

In 2020/21 we continued the online #JMKSpace workshops whilst it was not possible to deliver them in person due to venues remaining closed. This work has continued to be popular and well attended with highly positive engagement and feedback from participants.

In May 2021 we were able to resume the selection process for the JMK Award, with adjustments made as necessary to maintain the safety of those taking part. We were able to select Diane Page as the winner of the next JMK Award with her proposal for *Statements After an Arrest Under the Immorality Act* by Athol Fugard. Diane will work with designer Niall McKeever, sound designer Esther Ajayi and Lighting Designer Rajiv Pattani, on her production which will be staged at the Orange Tree Theatre from 28th August to 2nd October 2021. The runners-up were director Rafaella Marcus with her designer Anna Reid and their proposed production of *Peggy Pickett Sees the Face of God* by Roland Schimmelpfennig. They were awarded a runner-up prize of £1,000 each.

We are appointing two new bursary recipients in July 2021, funded by the Victoria Wood Foundation grant. One recipient will be an Associate Director on the Christmas production *The Sorcerer's Apprentice* at Northern Stage, directed by Maria Crocker, who was herself our first bursary recipient at Northern Stage in 2014 and is one of the Director Practitioners who run our National Programme. The other will assist Roy Alexander Weise on his production of *The Mountaintop* by Katori Hall at Manchester Royal Exchange. Roy won the JMK Award in 2016 and is now joint Artistic Director of the Royal Exchange.

The Trust will continue to work on organisational development including reviewing the structure of the organisation and working to increase its fundraising capabilities and profile. In the financial year 2020-21 we have received grants from the Thistle Trust, The Katie Bradford Arts Trust, The Martin Bowley Charitable Trust, The Noël Coward Foundation, The Chapman Trust, Didymus, The Unity Theatre Trust and The Scops Arts Trust. We were also received a Cultural Recovery Grant from Arts Council England. We ran a successful Big Give Christmas Challenge fundraising campaign and are grateful to all those who have supported the Trust through this difficult period.



Stephen Fewell
Chair

Date: 20.07.2021

Independent Examiner's Report to the trustees of James Menzies-Kitchin Memorial Trust

I report on the accounts of the Trust for the year ended 30 September 2020, which are set out on pages 7 to 9.

This report is made to the Trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. 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 work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011) and that an Independent Examination is required.

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 giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (2) 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 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.



Richard Billinghamurst FCA
Knox Cropper, Chartered Accountants
8/9 Well Court
London
EC4M 9DN
Date: 27/07/2021

JAMES MENZIES-KITCHIN MEMORIAL TRUST
Draft Financial Statements for the year ended 30 September 2020

Receipts & Payments Account

	1 October 2019 - 30 September 2020				2018/19
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Total Funds £
RECEIPTS					
Grants and donations (note 2)	59,157	-	40,500	99,657	68,133
Income Tax recovered on donations	1,518	-	-	1,518	621
Income from productions	6,074	-	-	6,074	-
Contribution from regional venues	-	-	1,100	1,100	900
Bank interest received	11	-	-	11	40
Total receipts	66,760	-	41,600	108,360	69,694
PAYMENTS					
<i>JMK Award and National Programme</i>					
Winner's bursary	1,000	-	10,000	11,000	14,000
Runner-up awards & finalists' workshops	2,000	-	-	2,000	-
Winning production Trustee night	214	-	-	214	-
National Programme	-	-	22,683	22,683	16,912
Assistant Director Bursaries	-	-	-	-	19,775
Award announcement	-	-	-	-	810
Selection process expenses	317	-	-	317	3,700
	3,531	-	32,683	36,214	55,197
<i>Administration & Fundraising</i>					
Administrative expenses	2,683	-	-	2,683	2,796
Insurance	624	-	-	624	68
Independent Examination	2,280	-	-	2,280	2,130
Staff costs	29,941	-	-	29,941	38,379
Public relations & marketing	2,940	-	-	2,940	3,920
Fundraising expenses	538	-	-	538	1,506
	39,006	-	-	39,006	48,799
Total payments	42,537	-	32,683	75,220	103,996
Net surplus/(deficit) for the year	24,223	-	8,917	33,140	(34,302)
Bank balances brought forward	(222)	-	1,559	1,337	35,639
Transfers between funds	-	-	-	-	-
Bank balances carried forward	£24,001	£	£10,476	£34,477	£1,337

JAMES MENZIES-KITCHIN MEMORIAL TRUST
Financial Statements for the year ended 30 September 2020

Statement of Assets & Liabilities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2020 £	2019 £
Cash at bank - Deposit account	10,187	-	10,476	20,663	153
- Current accounts	13,814	-	-	13,814	1,184
	24,001	£-	£10,476	£34,477	£1,337
Other monetary assets:					
Income tax recoverable on donations	559	-	-	559	1516
Insurance prepaid	-	-	-	-	-
Contribution from regional venues	-	-	-	-	950
Bursaries paid in advance	-	-	-	-	-
	£559	-	£-	£559	£2,466
Liabilities:					
Regional bursaries	-	-	-	-	-
2017 runners up award: Nathan Crossan-Smith	1,000	-	-	1,000	1,000
2015 runners up award: Emily Lim	2,000	-	-	2,000	2,000
2012 runners up award: Simon Pollard	-	-	2,000	2,000	2,000
Kate Morley PR	-	-	-	-	1,980
Alex Gammie PR	-	-	-	-	-
	£3,000	-	£2,000	£5,000	£6,980

1. Grants & donations

Funder/Donor	Purpose	2019/20 £	2018/19 £
Leverhulme Trust Arts Scholarships Fund	Regional Bursaries	-	22,365
The Victoria Wood Foundation	Regional Bursaries	6,000	-
Arts Council England – G4A	National Programme	13,500	1,500
Andrew Lloyd Webber Foundation	National Programme	5,000	5,000
The Hollick Family Foundation	National Programme	5,000	-
The Golsoncott Foundation	National Programme	1,000	-
Donation from Bob Carlton's family	Regional Bursaries	-	4,250
The Backstage Trust	JMK Award	6,000	-
The Martin Bowley Charitable Trust	JMK Award	4,000	4,000
Directors Charitable Foundation	JMK Award	-	2,500
Leche Trust	JMK Award	-	1,500
Fidelio Trust	JMK Award	-	1,500
Restricted fund receipts		40,500	42,615

Other income			
Arts Council England – Catalyst	Match funding	8,917	9,461
Big Give donations		-	2,844
Sir Ian McKellen		40,000	
Friends scheme regular donations		3,185	3,870
One-off donations		921	9,343
HMRC Furlough grant		6,134	
		<u>59,157</u>	<u>25,518</u>
Total grants & donations		<u>£99,657</u>	<u>£68,133</u>