

THEATRE ALIBI

England & Wales · Charity number 299565

Details

Status	Registered
Legal form	Charitable company
Company number	02265919
Registered	1988-07-20
Register	View on the Charity Commission register

Contact

Address	Theatre Alibi Emmanuel Hall Emmanuel Road Exeter EX4 1EJ
Phone	01392217315
Email	info@theatrealibi.co.uk
Website	www.theatrealibi.co.uk

Activities

Objects: THE PROMOTION MAINTENANCE IMPROVEMENT AND ADVANCEMENT OF EDUCATION OF THE PUBLIC, PARTICULARLY BY THE PRODUCTION OF EDUCATIONAL PLAYS AND THE ENCOURAGEMENT OF THE ARTS, INCLUDING THE ARTS OF DRAMA, MIME, DANCE, SINGING AND MUSIC.

Activities: Theatre Alibi has been making theatre since 1982 and has a national reputation for high quality and imaginative work for people of all ages. We tour to the tiniest primary school in our home county, Devon, and to some of the best-known theatres in the country.

Classification

- **How:** Other Charitable Activities
- **What:** Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£255,373	£274,813	-	-
2024-03-31	£251,979	£272,588	-	-
2023-03-31	£367,774	£435,084	-	-
2022-03-31	£360,107	£373,163	-	-
2021-03-31	£364,945	£358,055	-	-

Trustees

Name	Role	Appointed
Emma Barker Hogg	Chair	2022-03-24
Anna Elizabeth Valentine- Marsh		2022-03-24
Daniel Javid Naddafy		2025-06-20
Frazer Robin William Riches		2025-06-20
James Eliot Manning McBean		2025-06-20
Julia Kathryn Robinson		2022-03-24
Julian Neil Offord		2018-10-01
Sophie Victoria Constant		2025-06-25

THEATRE ALIBI

England & Wales - Charity number 299565

Accounts

Theatre Alibi
Unaudited Annual Accounts
Year ended 31 March 2025

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Company Number: 2265919

Registered Charity Number: 299565

Annual Accounts

Year ended 31 March 2025

Report of the Board of Trustees

The Board of Trustees submits its directors' report and the unaudited financial statements for the year ended 31 March 2025.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015).

Status

The Company was formed on 8 June 1988 as a company limited by guarantee, having no share capital (Company Registration number 2265919). The governing document is the Memorandum and Articles of Association, amended on 1 October 2021. Under the provisions of Section 30 of the Companies Act 1985 the Company is entitled to omit the word limited from its name.

The Company is a registered charity (number 299565) and is not subject to Corporation Tax in its ordinary activities.

Address and Registered Office

Emmanuel Hall
Emmanuel Road
Exeter EX4 1EJ

Trustees

Emma Hogg (Chair)
Jules Offord
Julia Robinson (Treasurer)
Anna Valentine-Marsh
Erin Walcon

Objects and activities

Our **vision** is of a place where all children can explore their creativity and imagination, in a world where everyone understands the importance of creativity and imagination to happy, healthy and fulfilling lives.

Our **mission** is to create playful, safe and inclusive spaces where children can explore their creativity and discover themselves and the world in imaginative ways. Through live performances, engaging experiences and hands-on activities, we provide families, schools and communities with creative ways to inspire and empower their children and young people. We're here to celebrate the power of

imagination and champion the importance of creativity in children's lives. In carrying out these objects the trustees have regard to the Charity Commission guidance on public benefit.

Our Values

- Welcoming
- Curious
- Inspiring
- Joyful
- Brilliance

Our achievements in 2024-2025

The first half of the year was focused on the refurbishment of the building funded by Arts Council England's Capital Grant. The primary objective was to install a black box theatre space in the main hall that was easy and quick to set up, ensuring that the hall could continue to be used for a variety of purposes. The ACE grant paid for a flexible tiered seating system, blackout tabs and a theatrical lighting rig, along with a new sound system, projector and remote-controlled screen. It also allowed us to purchase additional furniture to enhance the upstairs Studio space as well as paying for a new automatic door and ramp at the Library entrance which improves accessibility and environmental sustainability.

We were also delighted to welcome Zero Miles Gardens, a local CIC, to take up residence at Emmanuel Hall where a well-used and highly productive community garden has blossomed from bare earth at the start of April.

From September onwards we launched an exciting programme of events and activities, including our Christmas offer *Winterwood*.

This immersive and interactive experience – which saw a pine forest spring to life inside Emmanuel Hall – was co-created with primary school children throughout the city, and ran throughout December and early January. *Winterwood* welcomed 1950 public audience members and 360 children in school groups. We smashed our box office income target, and the feedback from both audiences and teachers was exceptional.

"I think it was a really enriching experience for them and really allowed them to see that actually ideas that start really small...can build and then create something amazing. Especially my lowest 20% attainers, children who might not necessarily feel very confident within themselves or their ideas" **Participating teacher**

"(Winterwood)...was wonderful and completely exceeded all expectations. It gifted us the magic that only real human interactive experience can give...we all knew it was happening in the moment, just for us, each performance completely unique. Exactly what theatre should be" **Audience Member**

Staffing Analysis (2023/2024 figures in brackets)

Permanent Directors (fulltime equivalent)

Chief Executive	0.8	(0.8)
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Other employees (fulltime equivalent)

General Manager	0.6	(0.6)
Producer (Marketing and Coms)	0.6	(0.6)
Producer (Programme and Productions)	0.4	(n/a)

Pay Ratios and Income Equality

Theatre Alibi is committed to men and women receiving equal treatment in the terms and conditions of their employment contracts. The Board annually reviews the pay policy, which includes all employees being paid at or above the Living Wage.

Theatre Alibi is not required by legislation to report on the pay gap between male and female employees, but where a like for like comparison is possible there was no pay differential in 2024/25.

The differential between Theatre Alibi's lowest and highest paid employees, or Pay Ratio, was 2:3 in 2023/24.

Environmental Performance and Progress

We are committed to reducing any negative environmental impacts from our activities. Our Environmental Policy is updated and reviewed on an annual basis by the Board. The policy is supported by an Environmental Action Plan, which is communicated to all staff. We continue to work closely with the Theatre Green Book team as plans for the venue develop and the entire production process for *Winterwood* was undertaken to Theatre Green Book standards. Capital work undertaken over the first half of the financial year, had a Sustainability Project Manager attached to it, ensuring that the environmental impact of all changes (including suppliers & origin of products) was a key factor in all our choices.

Financial Review

As the second year in our three-year transitional Business Plan, a loss had been forecast for 24-25 and approved by the Board of Trustees in advance, with the knowledge that there were sufficient funds in our general reserve to cover it. At the end of March 2025 we were pleased to report that the loss was not so great as that originally forecast, this was thanks to careful financial management as well as to the Theatre Tax Credit scheme.

We were delighted with our success rate for applications to Arts Council England (100%). As well as our first time receiving a Capital Grant, it was also the first time we received a project grant for over £30,000. The success rate for applications to Trusts and Foundations was not as high, but the total income was over seven times more than the previous year.

Earned Income across nearly all strands also increased from 2023-24, (partly due to the restrictions on activity for half of 23-24, as part of the terms of the ACE Transition Funding) including income

from our programmed activity, building hire, catering sales, and consultancy work. Naturally this huge increase in activity led to a correlating increase in direct operational costs. However, support costs were greatly reduced as the core staff team was reduced.

Please note that the sum of £106,762 (the Capital Grant Award from Arts Council England) has been capitalised on the balance sheet as restricted funds, as per the terms and conditions of the grant.

Risk Review

The Board of Trustees has considered the major risks to which the company is exposed. Currently the greatest of these is reliance on project funding, with no guaranteed core funding. A mitigating factor is that the new model has the potential to attract a broader range of funders.

A series of Key Performance Indicators, with regular review dates are in place to monitor the planned fundraising and other income-generating activity.

The Board of Trustees is satisfied that insurance cover and health & safety procedures are in place to adequately mitigate other risks.

Reserves Policy

The Board of Trustees has reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. Designated funds have been established for the following:

- Operational Fund (to cover the costs of unforeseen events; approximately 3 months operating costs)
- Employee Commitment Fund (equal to the contractual redundancy obligations of current permanent employees)
- Building Contingency Fund (a fund for investment in the building's redevelopment)

The remaining balance of funds is held as a General Reserve.

Governance and Management

Theatre Alibi is a registered charity and a company limited by guarantee. The Chief Executive Officer is responsible to a Board of Trustees.

Theatre Alibi undertakes to ensure that all the people with whom the company has contact are treated fairly and with respect. This includes job applicants, employees (including freelance practitioners), volunteers, trustees, participants, venue staff and audience members. Anyone who works for the company is encouraged to develop and maximise their true potential irrespective of age, disability, race, religion or belief, national or ethnic origin, gender reassignment, marital status, caring responsibilities, gender and sexual orientation. The company has a Diversity & Equality Policy and Action Plan, Safeguarding Policy and Action Plan, and Data Protection Policy and Procedures which are reviewed annually by the Board of Trustees.

Statement of Board of Trustees' Responsibilities

The Trustees (who are also directors for the purpose of company law) are responsible for preparing the annual report and financial statements in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice (UK GAAP)

Company law and the law applicable to charities in the United Kingdom requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit and loss of the Company for that period.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, observe the methods and principles in the Charities SORP, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS102) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Board of Trustees on 16 September 2025 and signed on its behalf.

Emma Hogg
Chair



Julia Robinson
Treasurer



Independent examiner's report to the trustees of Theatre Alibi ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

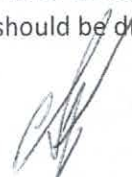
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies. 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



Paul Steele FCA
Chartered Accountant
18 Newport Street
Tiverton
Devon EX16 6NL

Theatre Alibi
Statement of financial activities
Income and expenditure account
Year ended 31 March 2025

	Notes	Unrestricted General £	Designated £	Restricted funds £	Total 2025 £	Total 2024 £
Income						
Charitable activities:						
Performances and events		23,762			23,762	4,329
Grants, donations and commission	2	156,297		106,762	263,059	203,586
Other income	3	73,085			73,085	40,545
Investment income:						
Interest receivable		2,229			2,229	3,519
		<u>255,373</u>	<u>0</u>	<u>106,762</u>	<u>362,135</u>	<u>251,979</u>
Expenditure						
Charitable activities						
Direct operational costs	4	93,634			93,634	30,778
Support costs	5	177,722			177,722	210,591
Redundancy payments					0	24,220
Depreciation		3,457		26,691	30,148	6,999
		<u>274,813</u>	<u>0</u>	<u>26,691</u>	<u>301,504</u>	<u>272,588</u>
Total expenditure		<u>274,813</u>	<u>0</u>	<u>26,691</u>	<u>301,504</u>	<u>272,588</u>
Net income/ expenditure for the year		-19,440	0	80,071	60,631	-20,609
Transfers between funds					0	0
Net movement in funds		-19,440	0	80,071	60,631	-20,609
Fund balances brought forward		41,641	93,590	0	135,231	155,840
Fund balances carried forward		<u>22,201</u>	<u>93,590</u>	<u>80,071</u>	<u>195,862</u>	<u>135,231</u>

The statement of financial activities includes all gains and losses in the year.
There were no acquisitions or discontinued operations during the current or preceeding year.

Theatre Alibi
Balance sheet
31 March 2025

	Notes	2025		2024	
		£	£	£	£
Tangible fixed assets	7		88,668		2,964
Current assets					
Debtors	8	87,013		23,207	
Cash at bank		94,345		130,111	
Cash in hand		<u>718</u>		<u>393</u>	
		182,076		153,711	
Creditors					
Amounts falling due within one year	9	<u>74,882</u>		<u>21,444</u>	
Net current assets			<u>107,194</u>		<u>132,267</u>
Net assets			<u>195,862</u>		<u>135,231</u>
Reserves	10				
Restricted fund	11		80,071		0
Unrestricted funds					
Designated funds	12	93,590		93,590	
General fund		<u>22,201</u>		<u>41,641</u>	
			115,791		135,231
Total income funds	13		<u>195,862</u>		<u>135,231</u>

For the financial year ended 31 March 2025 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of the Companies Act 2006 so far as applicable to the company.

Approved by the Board of Trustees on and signed on its behalf



Chair

Theatre Alibi
Annual Accounts
Year Ended 31 March 2025
Notes to the Accounts

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Theatre Alibi meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

The Trustees consider that the charity has adequate resources to continue its operations for the foreseeable future and accordingly have adopted the going concern basis in preparing the accounts.

Income

Income is recognised when the charity is entitled to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Incoming resources from theatrical performances and related activities are included when performances are carried out and as goods and services are invoiced.
- Grants and donations are included when the conditions for receipt are met. Grant income is deferred when performance related grants are received in advance.
- Investment income is included when receivable.
- Where services are provided as a donation that would otherwise be purchased from suppliers, this contribution is included in the financial statements as incoming resources with an equivalent amount included as expenditure.

Expenditure

Expenditure is recognised on an accrual basis when a liability is incurred.

- Charitable activities include all expenditure associated with the production of theatrical performances, including both direct and support costs.
- Governance costs include those costs associated with meeting the constitutional and statutory obligations of the charity, including examination fees.
- Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.
- Creditors are measured at settlement amounts less any trade discounts.

Assets

- Tangible fixed assets costing £500 or more are included at cost and are depreciated by equal annual instalments over their estimated useful lives at the following rates:-

	Over the life of the lease
Leasehold improvements	
Motor Vehicles	25%
Office Equipment	25%
Production Equipment	25%
- Debtors are measured on initial recognition at settlement amounts. Subsequently they are measured at the cash or other consideration expected to be received.

Theatre Alibi
Annual Accounts
Year ended 31 March 2025
Notes to the accounts

	2024/2025		2023/2024	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
2. Grants, donations and commission				
Arts Council England. Project grants	68,000		30,000	
Arts Council England. Capital grant	0	106,762	0	
Arts Council England. Transition grant	0		143,528	
Exeter City Council	1,500		0	
Devon County Council	2,000			
Other grants	33,192		4,630	
Theatre Tax Credit	48,609		12,083	
Donations and sponsorship	2,996		13,345	
	<u>156,297</u>	<u>106,762</u>	<u>203,586</u>	<u>0</u>
3. Other income				
Consultancy	10,100		6,753	
Profit on sale of equipment	17,917		3,700	
Catering sales	2,653		755	
Equipment hire and other sales	5,930		2,230	
Employer's NI allowance	5,000		5,000	
Hire of premises	31,485		22,107	
	<u>73,085</u>	<u>0</u>	<u>40,545</u>	<u>0</u>
4. Direct operational costs				
Production costs	10,743		1,557	
Programming costs	15,936			
Project sundries	1,259		0	
Documentation	450		0	
Evaluation	1,500		0	
Freelancer travel and subsistence	1,685		3,450	
Fees and commissions	45,531		20,914	
FOH operating costs	4,707		0	
Technical support costs	555		0	
Catering and merchandise costs	2,101		692	
Publicity	6,358		4,165	
Motor expenses	2,809		0	
	<u>93,634</u>	<u>0</u>	<u>30,778</u>	<u>0</u>

Theatre Alibi
Annual Accounts
Year ended 31 March 2025
Notes to the accounts

	2024/2025		2023/2024	
	Unrestricted £	Restricted £	Unrestricted £	Restricted £
5. Support costs				
Employment costs:				
Core staff salaries	85,199		115,137	
National insurance	7,349		10,000	
Company pension contributions	3,146		5,624	
	<u>95,694</u>	<u>0</u>	<u>130,761</u>	<u>0</u>
Fundraising costs	2,800		0	
Rent, rates and water	20,951		20,612	
Heat, light and power	11,959		8,869	
Property maintenance and cleaning	18,946		7,155	
Property refurbishment	0		11,104	
Telephone	2,583		2,201	
Postage, stationery and computer	4,419		5,119	
Company development fees	3,608		7,345	
Consultancy fees	4,812		0	
Admin travel and motor expenses	627		2,227	
Training and recruitment	39		0	
Hospitality costs	72		1,707	
Insurance	4,624		4,545	
Subscriptions	381		830	
Accountancy and independent examination	5,075		6,625	
Sundries	1,132		1,491	
	<u>177,722</u>	<u>0</u>	<u>210,591</u>	<u>0</u>

Support costs include governance costs of £12,000 (2024: £12,000)

Governance costs include independent examiner's fees of £1,600 (2024: £1,600)

6. Employee information	2024/2025	2023/2024
	number	number
The average number of full-time equivalent employees during the year was as follows:		
Project related personnel	0.4	0
Core staff	1.6	3
	£	£
Staff costs for the above persons were:		
Wages and salaries	88,917	115,137
Redundancy payments	0	24,220
Social security costs	7,691	10,000
Pension costs	3,146	5,624
	<u>99,754</u>	<u>154,981</u>

No employee earned more than £60,000 per annum (2024:none)

The charity operates a defined contributuion pension scheme. The contributions to the scheme are allocated between production and support costs according to the staff involved.

Theatre Alibi
Annual Accounts
Year ended 31 March 2025
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7. Tangible fixed assets

	Leasehold improvements	Production equipment	Office equipment	Motor vehicles	Total
Cost	£	£	£	£	£
At 1 April 2024	75,585	12,072	16,295	32,437	136,389
Additions	100,579	14,923	350		115,852
Disposals				32,437	32,437
At 31 March 2025	176,164	26,995	16,645	0	219,804
Depreciation					
At 1 April 2024	75,585	12,072	13,331	32,437	133,425
Charge for the year	25,145	3,731	1,272		30,148
Eliminated on disposals				32,437	32,437
At 31 March 2025	100,730	15,803	14,603	0	131,136
Net book amounts					
At 31 March 2025	75,434	11,192	2,042	0	88,668
At 31 March 2024	0	0	2,964	0	2,964

8. Debtors

	2025	2024
	£	£
Trade debtors	18,167	2,051
Other debtors	1,572	1,927
Prepayments and accrued interest	67,274	19,229
	87,013	23,207

9. Creditors - amounts falling due within one year

Trade creditors	10,955	4,029
Tax and social security	5,126	1,811
Accrued pension contributions	437	653
Accruals	6,837	6,625
Other creditors	4,414	1,046
Income received in advance	47,113	7,280
	74,882	21,444

10. Movements in funds

	At 1 April 2024	Incoming resources	Outgoing resources	Transfers	At 31 March 2025
	£	£	£	£	£
Restricted Fund	0	106,762	-26,691		80,071
Designated Funds					
Employee Commitment Fund	7,306			3,626	10,932
Building Contingency Fund	25,827			-20,827	5,000
Development Fund	18,650			55,099	73,749
Capital Equipment Fund	41,807			-41,807	0
Unrestricted General Fund	41,641	255,373	-274,813	3,909	26,110
	135,231	362,135	-301,504	0	195,862

Theatre Alibi
Annual Accounts
Year ended 31 March 2025
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11. Restricted fund - Grants for fixed assets

Grants for fixed assets are credited to this fund and depreciation on the fixed assets financed with this funding is charged to the fund.

12. Designated funds

Employee Commitment Fund

This fund represents reserves set aside to meet unforeseen costs associated with employment, for example sickness, maternity and redundancy.

Building Contingency Fund

This fund was set up to provide for costs associated with the occupation of premises.

Development Fund

This fund is to provide means for the company to respond to opportunities not included in annual budgets

Capital Equipment Fund

A fund to provide for the replacement of capital equipment

13. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted fund	80,071		80,071
Unrestricted funds:			
Employee Commitment Fund		10,932	10,932
Building Contingency Fund		5,000	5,000
Development Fund		73,749	73,749
Capital Equipment Fund		0	0
General reserve	8,597	17,513	26,110
	<u>88,668</u>	<u>107,194</u>	<u>195,862</u>

14. Commitments under operating leases

At 31 March 2025 the company had annual commitments of £20,000 (2024: £20,000) under non-cancellable operating leases expiring between two and five years in respect of land and buildings.

15. Contingent asset

The company is entitled to make claims for Theatre Tax Credit under the Theatre Tax Relief legislation. Claims are outstanding for the year ended 31 March 2024. This claim is expected to yield about £10,000 for the year and is dependent on negotiation with HMRC.

16. Related Party Transactions

During the year, payment of expenses to Trustees for attending meetings amounted to £nil (2024: nil)

There have been no other related party transactions.

17. Theatre Alibi is a company limited by guarantee, incorporated in England and Wales (number 2265919)
Registered office: Emmanuel Hall, Emmanuel Road, Exeter EX4 1EJ

THEATRE ALIBI

England & Wales - Charity number 299565

Accounts

Theatre Alibi
Unaudited Annual Accounts
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Registered Charity Number: 299565

Theatre Alibi

Annual Accounts

Year ended 31 March 2024

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Status

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Address and Registered Office

Emmanuel Hall
Emmanuel Road
Exeter EX4 1EJ

Trustees

The Trustees, who are directors for the purposes of company law, comprised the following during the year:-

John Bunting (Chair)	Resigned 22 September 2023
Ailie Debonnaire	Resigned 22 September 2023
Pete Goodwin	Resigned 22 September 2023
Emma Hogg (Chair)	Appointed Chair 22 September 2023
Tony Liddington	Resigned 22 September 2023
Jules Offord	
Dulcie Oliver	Resigned 22 September 2023
Julia Robinson (Treasurer)	
Anna Valentine-Marsh	
Erin Walcon	

Objects and activities

This year has been a period of transformation for Theatre Alibi. For the first time in the company's history we are no longer receiving regular core funding from Arts Council England (ACE). This change in financial circumstance has been a catalyst for bold and ambitious planning. With the help of Transition Funding from ACE, our entire operating model has shifted from making and touring theatre performances out to local schools and venues nationally, to the creation of a venue for children and their families right here in Exeter, at our base Emmanuel Hall. The organisation is working hard to seek and develop new core

funder relationships and increased project funding from a variety of sources including Arts Council England.

Whilst resulting in many changes to logistical operations of the company, the values at its heart remain the same.

Our vision is of a place where children of every background and circumstance are given the space and time to discover their full potential through creativity and imagination, in a world where the importance of creativity and imagination are recognised as essential to children leading happy, healthy and fulfilling lives.

Our mission is to provide children in Exeter and its surrounds with a safe, nurturing and inclusive space where they are inspired, and their imaginations can run free. Through workshops, performances, exhibitions and a wealth of creative activities, we will offer schools, families and young people opportunities to discover themselves and the world in new and imaginative ways.

By embracing the transformative power of the imagination, we aspire to empower the next generation to become confident, compassionate, and resilient people who contribute positively to their communities and planet.

We are ambitious, curious and bold. We aim to be leaders in our field, for our work to become nationally relevant and for our city to be proud of what we achieve.

Through partnerships and research, we will support our vision and become advocates for the importance of creativity within children's lives, aiming to create ripples of change which spread far beyond our building.

Our Values

- Creativity
- Ambition
- Inclusion
- Sustainability
- Resilience
- Curiosity
- Integrity

We are creating a home for the imagination; a place that welcomes everyone and offers a diverse range of creative arts performances and activities.

With over forty years of experience in the sector, the team is expertly placed to make this bold transition. Activity throughout 2023-2024 has demonstrated that the audience is keen to engage with the offer; demand from the public and from schools alike has been high and fundraising from individuals has increased considerably on previous years.

The company will also continue to support artists through programming their performance work, commissioning new work, engaging them to lead participatory activity and work with the team to develop the resources of the building itself.

Our achievements in 2023-2024

The first half of the year was focused on the preparation of the building for a new operational model. Clearing, sorting and refurbishment took place to open up new spaces for hire, increasing hire income considerably, whilst a sale of previously stored sets, costumes, props and equipment raised over £3,800.

As part of our commitment to sector development and leadership, we also made and released five new episodes of our podcast, Why We Make Things. Guests included Dr Penny

Hay (Forest of Imagination), Sarah Argent, Asif Khan, Filskit Theatre Company and the new Artistic Director of Polka Theatre, Helen Matravers.

Thanks to transition funding from Arts Council England, we also undertook a thorough audit of our archives, handing over the newly documented materials to Bristol University's Theatre Collection. We also celebrated our years of producing theatre with an event to mark Theatre Alibi's many achievements over 40 years, with key stakeholders, local arts and cultural organisations, artists the company has worked with and friends and supporters.

In December, the re-located St Thomas Library opened its doors in Emmanuel Hall for the first time. This collaboration came about as a result of our change in operational model, having more spaces available for hire, as well as the library's loss of their previous home. Having the local library housed in the space was a key milestone in re-positioning Emmanuel Hall as an open, public venue as well as providing even more links with the local community.

Part of the rise in individual giving came with our participation in the Big Give Christmas Challenge for the first time, smashing our target of £10,000 and engaging with over 100 new donors.

After a sold-out family-friendly Christmas Ceildh event, demonstrating the possibilities for intergenerational activity beyond traditional performance events, we threw open our doors for the first Festival of Stories.

A total of 1,357 people attended 38 events over three weeks. The 'What If...?' Festival of Children's Stories included performances by Travelling Light Theatre Company and The Little Angel Theatre; a brand-new commission of a co-created storytelling experience; participatory workshops with a range of artists and companies including Discover Children's Story Centre, Paddleboat Theatre Company, Exeter's Northcott Theatre, Quirk Theatre, Pip Jones & Elizabeth Westcott, Sam Wilde and Laura Loft; and author events with Tom McLaughlin, Sarah McIntyre and Philip Reeve.

At the very end of the year, we were delighted to finalise plans to create a brand-new community garden at Emmanuel Hall, in collaboration with Zero Miles Gardeners, a local CIC.

Staffing Analysis (2022/2023 figures in brackets)

Permanent Directors (fulltime equivalent)

Artistic Director	0.7	(0.85)
Executive Producer (to 31/10/2023)	0.8	(0.8)
Chief Executive (from 01/11/2023)	0.8	(n/a)

Other employees (fulltime equivalent)

Production Manager	0.8	(0.8)
Marketing and Development Officer (to 31/10/2023)	0.6	(0.8)
Producer (from 31/10/2023)	0.6	(n/a)
General Manager	0.5	0.8)

Pay Ratios and Income Equality

Theatre Alibi is committed to men and women receiving equal treatment in the terms and conditions of their employment contracts. The Board annually reviews the pay policy, which includes all employees being paid at or above the Living Wage.

Theatre Alibi is not required by legislation to report on the pay gap between male and female employees, but where a like for like comparison is possible there was no pay differential in 2023/24.

The differential between Theatre Alibi's lowest and highest paid employees, or Pay Ratio, was 2:3 in 2023/24.

Environmental Performance and Progress

We are committed to reducing any negative environmental impacts from our activities. Our Environmental Policy is updated and reviewed on an annual basis by the Board. The policy is supported by an Environmental Action Plan, which is communicated to all staff. We continue to work closely with the Theatre Green Book team as plans for the venue develop.

Financial Review

Thanks to Transition Funding from Arts Council England, we were able to spend the first half of the year researching, analysing and planning for the new operational model. One condition of this funding was that it could not support direct activity, so earned income from ticket sales (etc) was much lower than in previous years but this was in line with expectations. A small surplus was achieved over the whole year thanks to careful savings on expenditure.

Risk Review

The Board of Trustees has considered the major risks to which the company is exposed. Currently the greatest of these is reliance on project funding, with no guaranteed core funding. A mitigating factor is that the new model has the potential to attract a broader range of funders.

A series of Key Performance Indicators, with regular review dates are in place to monitor the planned fundraising and other income-generating activity.

The Board of Trustees is satisfied that insurance cover and health & safety procedures are in place to adequately mitigate other risks.

Reserves Policy

The Board of Trustees has reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. Designated funds have been established for the following: an **Employee Commitment Fund** to cover costs of unforeseen events associated with employment; a **Building Contingency Fund** to cover costs related to premises, in particular with costs associated with fulfilling responsibilities as a tenant; a **Development Fund** to enable the company to respond to opportunities that are not included in annual budgets; a **Capital Equipment Fund** to cover the cost of replacing items such as technical equipment.

A balance representing four months of operating costs (approximately £65,000) has previously been preferred for the unrestricted General Reserve.

Due to the change in operating model and funding landscape, the Board of Trustees plans to review this reserves policy in 2024/2025 to ensure that levels of designated funds are appropriate to current needs and to ensure a healthy general reserve.

Governance and Management

Theatre Alibi is a registered charity and a company limited by guarantee. At the start of the year, the company was run jointly by two Directors. At the end of October 2023, the Artistic Director left the company and the Executive Producer assumed the role of sole Chief Executive. The CEO is responsible to a Board of Trustees.

Theatre Alibi undertakes to ensure that all the people with whom the company has contact are treated fairly and with respect. This includes job applicants, employees (including freelance practitioners), volunteers, trustees, participants, venue staff and audience members. Anyone who works for the company is encouraged to develop and maximise their true potential irrespective of age, disability, race, religion or belief, national or ethnic origin, gender reassignment, marital status, caring responsibilities, gender and sexual orientation. The company has a Diversity & Equality Policy and Action Plan, Safeguarding Policy and Action Plan, and Data Protection Policy and Procedures which are reviewed annually by the Board of Trustees.

Statement of Board of Trustees' Responsibilities

The Trustees (who are also directors for the purpose of company law) are responsible for preparing the annual report and financial statements in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice (UK GAAP).

Company law and the law applicable to charities in the United Kingdom requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit and loss of the Company for that period.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, observe the methods and principles in the Charities SORP, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable it to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Board of Trustees on 03 October 2024 and signed on its behalf.

Emma Hogg
Chair



Independent examiner's report to the trustees of Theatre Alibi ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



Paul Steele FCA
Chartered Accountant
6 Oaklands Court
Tiverton
Devon EX16 6TG

3 October 2024

Theatre Alibi
Statement of financial activities
Income and expenditure account
Year ended 31 March 2024

	Notes	Unrestricted General £	Designated £	Restricted funds £	Total 2024 £	Total 2023 £
Income						
Charitable activities:						
Performances and events		4,329			4,329	49,109
Grants,donations and commission	2	203,586			203,586	300,846
Other income	3	40,545			40,545	16,876
Investment income:						
Interest receivable		3,519			3,519	943
		251,979	0	0	251,979	367,774
Expenditure						
Charitable activities						
Direct operational costs	4	30,778			30,778	265,668
Support costs	5	210,591			210,591	144,341
Consultancy					0	3,950
Redundancy payments			24,220		24,220	13,734
Depreciation		6,999			6,999	13,166
Profit on disposal of assets					0	-5,775
		248,368	24,220	0	272,588	435,084
Total expenditure		248,368	24,220	0	272,588	435,084
Net income/ expenditure for the year		3,611	-24,220	0	-20,609	-67,310
Transfers between funds					0	0
Net movement in funds		3,611	-24,220	0	-20,609	-67,310
Fund balances brought forward		38,030	117,810	0	155,840	223,150
Fund balances carried forward		41,641	93,590	0	135,231	155,840

The statement of financial activities includes all gains and losses in the year.
There were no acquisitions or discontinued operations during the current or preceeding year.

Theatre Alibi

Balance sheet

31 March 2024

	Notes	2024		2023	
		£	£	£	£
Tangible fixed assets	7		2,964		9,963
Current assets					
Debtors	8	23,207		21,932	
Cash at bank		130,111		138,804	
Cash in hand		393		99	
		<u>153,711</u>		<u>160,835</u>	
Creditors					
Amounts falling due within one year	9	<u>21,444</u>		<u>14,958</u>	
Net current assets			<u>132,267</u>		<u>145,877</u>
Net assets			<u>135,231</u>		<u>155,840</u>
Reserves	10				
Restricted fund	11		0		0
Unrestricted funds					
Designated funds	12	93,590		117,810	
General fund		<u>41,641</u>		<u>38,030</u>	
			135,231		155,840
Total income funds	13		<u>135,231</u>		<u>155,840</u>

For the financial year ended 31 March 2024 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of the Companies Act 2006 so far as applicable to the company.

Approved by the Board of Trustees on 3 October 2024 and signed on its behalf

Emma Hogg
Chair

Julia Robinson
Trustee




Theatre Alibi
Annual Accounts
Year Ended 31 March 2024
Notes to the Accounts

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Theatre Alibi meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

The Trustees consider that the charity has adequate resources to continue its operations for the foreseeable future and accordingly have adopted the going concern basis in preparing the accounts.

Income

Income is recognised when the charity is entitled to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Incoming resources from theatrical performances and related activities are included when performances are carried out and as goods and services are invoiced.
- Grants and donations are included when the conditions for receipt are met. Grant income is deferred when performance related grants are received in advance.
- Investment income is included when receivable.
- Where services are provided as a donation that would otherwise be purchased from suppliers, this contribution is included in the financial statements as incoming resources with an equivalent amount included as expenditure.

Expenditure

Expenditure is recognised on an accrual basis when a liability is incurred.

- Charitable activities include all expenditure associated with the production of theatrical performances, including both direct and support costs.
- Governance costs include those costs associated with meeting the constitutional and statutory obligations of the charity, including examination fees.
- Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.
- Creditors are measured at settlement amounts less any trade discounts.

Assets

- Tangible fixed assets costing £500 or more are included at cost and are depreciated by equal annual instalments over their estimated useful lives at the following rates:-

Leasehold improvements	Over the life of the lease
Motor Vehicles	25%
Office Equipment	25%
Production Equipment	25%
- Debtors are measured on initial recognition at settlement amounts. Subsequently they are measured at the cash or other consideration expected to be received.

Theatre Alibi
Annual Accounts
Year ended 31 March 2024
Notes to the accounts

	2023/2024		2022/2023	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
2. Grants, donations and commission				
Arts Council England. Project grants	30,000		246,042	
Arts Council England. Transition grant	143,528		0	
Exeter City Council	0		15,360	
Other grants	4,630		23,934	
Theatre Tax Credit	12,083		7,797	
Donations and sponsorship	13,345		7,713	
	<u>203,586</u>	<u>0</u>	<u>300,846</u>	<u>0</u>
3. Other income				
Consultancy	6,753		0	
Profit on sale of equipment	3,700		0	
Equipment hire and other sales	2,985		1,073	
Employer's NI allowance	5,000		5,000	
Hire of premises	22,107		10,803	
	<u>40,545</u>	<u>0</u>	<u>16,876</u>	<u>0</u>
4. Direct operational costs				
Salaries and fees:				
Artistic directors	0		35,275	
Actors	0		35,774	
Stage management	0		40,960	
Other production salaries	0		33,127	
Freelancer travel and subsistence	2,290		10,476	
Fees and commissions	20,914		47,586	
National insurance	0		8,391	
Company pension contributions	0		5,767	
	<u>23,204</u>		<u>217,356</u>	
Technical and equipment costs			12,572	
Production materials	1,557		12,928	
Catering costs	692		0	
Publicity	4,165		18,127	
Travel and subsistence	1,160		1,398	
Motor expenses	0		3,287	
	<u>30,778</u>	<u>0</u>	<u>265,668</u>	<u>0</u>

Theatre Alibi
Annual Accounts
Year ended 31 March 2024
Notes to the accounts

	2023/2024		2022/2023	
	Unrestricted £	Restricted £	Unrestricted £	Restricted £
5. Support costs				
Employment costs:				
Core staff salaries	115,137		76,542	
National insurance	10,000		6,239	
Company pension contributions	5,624		4,097	
	<u>130,761</u>	<u>0</u>	<u>86,878</u>	<u>0</u>
Rent, rates and water	20,612		20,708	
Heat, light and power	8,869		10,082	
Property maintenance	7,155		3,243	
Property refurbishment	11,104		0	
Telephone	2,201		1,470	
Postage, stationery and computer	5,119		5,532	
Company development fees	7,345		0	
Admin travel and motor expenses	2,227		288	
Training and recruitment	0		2,024	
Hospitality costs	1,707		0	
Insurance	4,545		5,348	
Subscriptions	830		135	
Accountancy and independent examination	6,625		6,300	
Sundries	1,491		2,333	
	<u>210,591</u>	<u>0</u>	<u>144,341</u>	<u>0</u>

Support costs include governance costs of £12,000 (2023: £14,434)

Governance costs include independent examiner's fees of £1,600 (2023: £1,550)

	2023/2024	2022/2023
6. Employee information		
	number	number
The average number of full-time equivalent employees during the year was as follows:		
Project related personnel	0	6
Core staff	3	3.5
	£	£
Staff costs for the above persons were:		
Wages and salaries	115,137	221,678
Redundancy payments	24,220	13,734
Social security costs	10,000	14,629
Pension costs	5,624	9,864
	<u>154,981</u>	<u>259,905</u>

No employee earned more than £60,000 per annum (2023-none)

The charity operates a defined contribution pension scheme. The contributions to the scheme are allocated between production and support costs according to the staff involved.

Theatre Alibi
Annual Accounts
Year ended 31 March 2024
Notes to the accounts

7. Tangible fixed assets

	Leasehold improvements	Production equipment	Office equipment	Motor vehicles	Total
Cost	£	£	£	£	£
At 1 April 2023	75,585	12,072	16,295	32,437	159,467
Additions					0
Disposals					0
At 31 March 2024	75,585	12,072	16,295	32,437	159,467
Depreciation					
At 1 April 2023	69,771	12,072	12,146	32,437	149,504
Charge for the year	5,814		1,185		6,999
Eliminated on disposals					0
At 31 March 2024	75,585	12,072	13,331	32,437	156,503
Net book amounts					
At 31 March 2024	0	0	2,964	0	2,964
At 31 March 2023	5,814	0	4,149	0	9,963

8. Debtors

	2024	2023
	£	£
Trade debtors	2,051	4,247
Other debtors	1,927	7,941
Prepayments and accrued interest	19,229	9,744
	23,207	21,932

9. Creditors - amounts falling due within one year

Trade creditors	4,029	263
Tax and social security	1,811	3,584
Accrued pension contributions	653	1,368
Accruals	6,625	6,125
Other creditors	8,326	3,618
	21,444	14,958

10. Movements in funds

	At 1 April 2023	Incoming resources	Outgoing resources	Transfers	At 31 March 2024
	£	£	£	£	£
Restricted Fund	0				0
Designated Funds					
Employee Commitment Fund	31,526		-24,220		7,306
Building Contingency Fund	25,827				25,827
Development Fund	18,650				18,650
Capital Equipment Fund	41,807				41,807
Unrestricted General Fund	38,030	251,979	-248,368		41,641
	155,840	251,979	-272,588	0	135,231

Theatre Alibi
Annual Accounts
Year ended 31 March 2024
Notes to the accounts

11. Restricted fund - Grants for fixed assets

Grants for fixed assets are credited to this fund and depreciation on the fixed assets financed with this funding is charged to the fund.

12. Designated funds

Employee Commitment Fund

This fund represents reserves set aside to meet unforeseen costs associated with employment, for example sickness, maternity and redundancy.

Building Contingency Fund

This fund was set up to provide for costs associated with the occupation of premises.

Development Fund

This fund is to provide means for the company to respond to opportunities not included in annual budgets

Capital Equipment Fund

A fund to provide for the replacement of capital equipment

13. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted fund			0
Unrestricted funds:			
Employee Commitment Fund		7,306	7,306
Building Contingency Fund		25,827	25,827
Development Fund		18,650	18,650
Capital Equipment Fund		41,807	41,807
General reserve	2,964	38,677	41,641
	2,964	132,267	135,231

14. Commitments under operating leases

At 31 March 2024 the company had annual commitments of £20,000 (2023: £20,000) under non-cancellable operating leases expiring between two and five years in respect of land and buildings.

15. Contingent asset

The company is entitled to make claims for Theatre Tax Credit under the Theatre Tax Relief legislation. Claims are outstanding for the year ended 31 March 2023. This claim is expected to yield about £10,000 for the year and is dependent on negotiation with HMRC.

16. Related Party Transactions

J Ison, who was a Trustee until January 2023, is a consultant to the firm Bray Accountants which provided accountancy services to the value of £3,950 during the year, as authorised under clause 4.4.3 of the Articles of Association.

During the year, payment of expenses to Trustees for attending meetings amounted to £nil (2022: nil)

There have been no other related party transactions.

17. Theatre Alibi is a company limited by guarantee, incorporated in England and Wales (number 2265919)
Registered office: Emmanuel Hall, Emmanuel Road, Exeter EX4 1EJ

THEATRE ALIBI

England & Wales - Charity number 299565

Accounts

Theatre Alibi
Unaudited Annual Accounts
Year ended 31 March 2023

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Company Number: 2265919

Registered Charity Number: 299565

Theatre Alibi

Annual Accounts

Year ended 31 March 2023

Report of the Board of Trustees

The Board of Trustees submits its directors' report and the unaudited financial statements for the year ended 31 March 2023.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015).

Status

The Company was formed on 8 June 1988 as a company limited by guarantee, having no share capital (Company Registration number 2265919). The governing document is the Memorandum and Articles of Association, amended on 1 October 2021. Under the provisions of Section 30 of the Companies Act 1985 the Company is entitled to omit the word limited from its name.

The Company is a registered charity (number 299565) and is not subject to Corporation Tax in its ordinary activities.

Address and Registered Office

Emmanuel Hall
Emmanuel Road
Exeter EX4 1EJ

Trustees

The Trustees, who are directors for the purposes of company law, comprised the following during the year:-

John Bunting	Chair
Alie Debonnalre	
Pete Goodwin	
Emma Hogg	
Jonny Ison	Resigned 20 January 2023
Tony Lidington	
Sophie Lovett	Resigned 20 January 2023
Jules Offord	
Dulcie Oliver	
Julla Robinson	
Malsaa Sweld	Resigned 23 November 2022
Anna Valentine-Marsh	
Erlin Walcon	

The Trustees are elected annually at the Annual General Meeting. Recruitment of new trustees is achieved both by advertising and by direct approach to individuals based on requirements identified by carrying out regular skills audits.

Bankers

Charities Aid Foundation
PO Box 209
West Malling
Kent ME19 4T

Theatre Alibi Annual Accounts Year Ended 31 March 2023 Report of the Board of Trustees

Objects and activities

Theatre Alibi are contemporary storytellers, creating new work for all ages that moves freely between the intimate and the epic and aspires to be inventive, joyful, moving, vivid, intricate and ambitious. Our work combines performance with other art forms including animation, film, puppetry, photography and live music.

Past productions include *The Parcel*, *Riverland*, *Stand Up! (And Boogie)*, *Down To Earth*, *Table Mates*, *Apple John*, *Fish Eye*, *The Boy Who Climbed Into The Moon*, *Falling*, *Olive & the Dream Train*, *Hammer & Tongs*, *I Believe In Unicorns*, *Mucky Pup*, *Curiosity Shop*, *The Crowstarver*, *Cabbage Heart*, *Goucher's War*, *The Ministry of Fear*, *Cobbo*, *Spies*, *Teapot*, *Why the Whales Came*, *One In a Million* and *Shelf Life*.

In recent years, as well as touring extensively to South West primary schools, Theatre Alibi has toured to large and small venues nationally including: Exeter Northcott, the egg Bath, Northern Stage, Polka and Plymouth Theatre Royal. Over the financial year we continued to shift our focus away from conventional theatre spaces and have been creating work which draws on stories told to us by our potential audiences.

As a leading theatre company in the UK making performances for schools, we have also looked at ways to share our understanding and experience. Following a PhD (in partnership with Exeter University Drama Department) examining the impact of our work in schools, we have launched a podcast series focused on performance for young audiences and aimed at our industry peers.

Based at Emmanuel Hall in Exeter the company has offered rehearsal, workshop and office space to other arts and educational and community organisations.

The strategies the company has employed to achieve its vision and charitable purpose are:

- Putting in place and developing a robust model for creating work that incorporates periods of Research and Development as well as a strong evaluation process
- Creating work for both children and adults. The form of the company's work (storytelling theatre) makes it particularly accessible
- Touring our work to a very broad range of places to reach an audience of the greatest diversity
- Targeting specific groups in our marketing in a bid to actively attract a diverse audience
- Offering opportunities for audiences to engage more closely with our work
- Providing assisted performances for Deaf audiences and people with Autistic Spectrum Conditions and complex needs
- Seeking out opportunities for families or individuals who are rarely included in a theatre audience to see our work, including making our work as affordable as possible
- Supporting emerging theatre artists by making available our rehearsal space at Emmanuel Hall to the wider performing arts community
- Offering work experience opportunities and paid internships to people at the start of a career in theatre
- Aspiring to the best possible management practice
- Creating creative learning resources for all our productions to support teachers and students

Theatre Alibi Annual Accounts Year Ended 31 March 2023 Report of the Board of Trustees

Our achievements

The Parcel was a performance which toured to 77 South West schools throughout the autumn and spring terms and reached over 11,500 children, which was a return to pre-pandemic figures. Included in the tour were 4 SEND schools.

We also created a new show, *Riverland*, based on 3 years of work in our local neighbourhood of St Thomas, collecting oral histories and building partnerships. Around 700 people came to see the show at our home, Emmanuel Hall. We also curated the St Thomas Story Festival, which included a series of artist commissions, as well as contributions from community groups. Around 2000 people attended and the Festival comprised of 22 events.

Our podcast series for industry professionals was launched and the first 4 episodes were released in 22/23, including conversations with Sarah Brigham (Derby Theatre's CEO), Lyn Gardner (Theatre Critic), Sue Buckmaster and Ingrid Hu of Theatre-Rites, Ellie Griffiths (Artistic Director of Olly Cart) and Amber Ruby of Company Three. There were around 500 downloads of the podcast during the year.

Emmanuel Hall has continued to provide a year-round home to two artists: a designer/maker and a musician, whilst short-term hires have continued to steadily increase again (after a marked reduction during the pandemic) and we were able to accommodate a number of local artists in need of rehearsal space.

Staffing analysis (2021/2022 figures in brackets)

Permanent Directors (fulltime equivalent)

Artistic Director	0.85	(0.85)
Executive Producer	0.8	(0.8)

Other employees (fulltime equivalent)

Production Manager	0.8	(0.8)
Marketing & Development Officer	0.8	(0.8)
General Manager (maternity leave)	0.8	(0.8)
General Manager (maternity cover)	0.8	(n/a)
Administrator	0.7	(0.7)
Facilities Manager and cleaner	0.4	(0.4)

Project Related Personnel (weeks)

Performers	64	(59)
Stage Management Team	27	(0)
Design Team	22.8	(21)
Other Practitioners	26.7	(38)

Pay Ratios and Income Equality

Theatre Alibi is committed to men and women receiving equal treatment in the terms and conditions of their employment contracts. Theatre Alibi is not required by legislation to report on the pay gap between male and female employees, but where a like for like comparison is possible there was no pay differential in 2022/23.

The Board annually reviews the pay policy, which includes all employees being paid at or above the Living Wage. The differential between Theatre Alibi's lowest and highest paid employees, or Pay Ratio, was 9:5 in 2022/23.

Theatre Alibi Annual Accounts Year Ended 31 March 2023 Report of the Board of Trustees

Environmental Sustainability

Theatre Alibi is committed to reducing the negative environmental impacts of its activities. The company's Environmental Policy is updated and reviewed on an annual basis by the Board. The policy is supported by an Environmental Action Plan, which is communicated to all staff.

In 2022-23 the company partnered with Theatre Green Book to trial new guidance and resources on making sustainable productions. Committing to the sustainability principles and best practices outlined in Book One, Theatre Alibi's production of *Riverland* was chosen as a case-study for research undertaken by Royal Holloway (University of London).

Financial Review

Activity in 2022-23 accumulated a deficit which was approved in advance by the Board of Trustees. Expenditure included costs of new IT equipment (drawn from the Capital Equipment Fund) and redundancy payments, drawn from the Employee Contingency Fund.

In November 2022, the company was informed that it would no longer be an Arts Council England National Portfolio Organisation (NPO) after 31 March 2023. Although the change to our funding status did not impact on our activity in this financial year, it is important to note that in planning for the future, changes have been put in place to the structure of the company. This includes some additional spending on consultancy for Company Development and a series of redundancies, the costs of which were covered by the Employee Contingency Fund.

After much consideration, and supported by Transition Funding from the Arts Council, a re-imagining of the company has taken place, with plans to create a Centre For The Imagination at Emmanuel Hall, focusing on children and young people. A 'proof of concept' Festival of Stories is planned for February 2024.

Risk Review

The Board of Trustees has considered the major risks to which the company is exposed. Going forward the greatest of these is reliance on project funding, with no guaranteed core funding. A mitigating factor is that the new model has the potential to attract a broader range of funders. The Board of Trustees has approved a budget for 23-24 which uses ACE Transition Funding and some funds from the General Reserves to balance planned expenditure.

A series of Key Performance Indicators, with regular review dates will be in place to monitor the planned fundraising and other income-generating activity.

The Board of Trustees is satisfied that insurance cover and health & safety procedures are in place to adequately mitigate other risks.

Reserves Policy

The Board of Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. Designated funds have been established for the following: an **Employee Commitment Fund** to cover costs of unforeseen events associated with employment; a **Building Contingency Fund** to cover costs relating to premises, in particular with costs associated with fulfilling responsibilities as a tenant; a **Development Fund** to enable the company to respond to opportunities that are not included in annual budgets; a **Capital Equipment Fund** to cover the cost of replacing items such as technical equipment.

With regard to the unrestricted General Reserve, the Board of Trustees believes that a balance of free reserves representing four months operating costs is desirable to cover eventualities such as short term cashflow problems. This will ensure the charity can continue

**Theatre Alibi
Annual Accounts
Year Ended 31 March 2023
Report of the Board of Trustees**

to operate while it undertakes a strategic review of its activities. The current level of expenditure on operating costs indicates an optimum level of General Reserve of approximately £65,000.

The Policy and the level of reserves held will be reviewed annually at June Board of Trustees meetings.

Governance and Management

Theatre Alibi is a registered charity and a company limited by guarantee. The company is currently run jointly by two Directors – the Artistic Director and the Executive Producer. The directors are responsible to the Board of Trustees.

Theatre Alibi undertakes to ensure that all the people with whom we have contact are treated fairly and with respect. This includes job applicants, employees (including freelance practitioners), volunteers, trustees, participants, venue staff and audience members. Anyone who works for the company is encouraged to develop and maximize their true potential irrespective of age, disability, race, religion or belief, national or ethnic origin, gender reassignment, marital status, caring responsibilities, gender and sexual orientation. There is a company Diversity and Equality Policy and Action Plan, Safeguarding Policy and Action Plan, and Data Protection Policy and Procedures which are reviewed annually by the Board of Trustees.

Statement of Trustees' Responsibilities

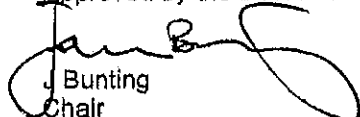
The Trustees (who are also directors for the purpose of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice (UK GAAP)

Company law and the law applicable to charities in the United Kingdom requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit and loss of the Company for that period.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, observe the methods and principles in the Charities SORP, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable it to ensure that the financial statements comply with the Companies Act 2006. The Council is also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on 22 September 2023 and signed on its behalf.


J. Bunting
Chair

Independent examiner's report to the trustees of Theatre Alibi ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies. 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



Paul Steele FCA
Chartered Accountant
18 Newport Street
Tiverton
Devon EX16 6NL

22 September 2023

Theatre Alibi
Statement of financial activities
Income and expenditure account
Year ended 31 March 2023

	Notes	Unrestricted General £	Designated £	Restricted funds £	Total 2023 £	Total 2022 £
Income						
Charitable activities:						
Education performances		41,015			41,015	23,050
Performance fees and box office		8,094			8,094	0
Grants, donations and commission	2	300,846			300,846	319,474
Other Income	3	16,876			16,876	17,562
Investment Income:						
Interest receivable		943			943	21
		<u>367,774</u>	<u>0</u>	<u>0</u>	<u>367,774</u>	<u>380,107</u>
Expenditure						
Charitable activities						
Production expenses	4	265,668			265,668	218,581
Support costs	5	144,341			144,341	140,659
Consultancy			3,950		3,950	
Redundancy payments			13,734		13,734	
Depreciation		6,759	6,407		13,166	13,923
Profit on disposal of assets		-5,775			-5,775	0
		<u>410,993</u>	<u>24,091</u>	<u>0</u>	<u>435,084</u>	<u>373,163</u>
Total expenditure		<u>410,993</u>	<u>24,091</u>	<u>0</u>	<u>435,084</u>	<u>373,163</u>
Net Income/ expenditure for the year		-43,219	-24,091	0	-67,310	-13,058
Transfers between funds					0	0
Net movement in funds		-43,219	-24,091	0	-67,310	-13,058
Fund balances brought forward		81,249	141,901	0	223,150	236,206
Fund balances carried forward		<u>38,030</u>	<u>117,810</u>	<u>0</u>	<u>155,840</u>	<u>223,150</u>

The statement of financial activities includes all gains and losses in the year.
There were no acquisitions or discontinued operations during the current or preceding year.

Theatre Alibi
Balance sheet
31 March 2023

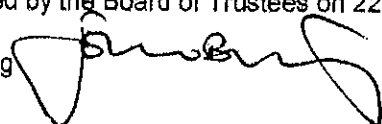
	Notes	2023		2022	
		£	£	£	£
Tangible fixed assets	7		9,963		18,387
Current assets					
Debtors	8	21,932		40,530	
Cash at bank		138,804		182,325	
Cash in hand		99		709	
		<u>160,835</u>		<u>223,564</u>	
Creditors					
Amounts falling due within one year	9	<u>14,958</u>		<u>18,801</u>	
Net current assets			<u>145,877</u>		<u>204,763</u>
Net assets			<u>155,840</u>		<u>223,150</u>
Reserves	10				
Restricted fund	11		0		0
Unrestricted funds					
Designated funds	12	117,810		141,901	
General fund		<u>38,030</u>		<u>81,249</u>	
			155,840		223,150
Total income funds	13		<u>155,840</u>		<u>223,150</u>

For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of the Companies Act 2006 so far as applicable to the company.

Approved by the Board of Trustees on 22 September 2023 and signed on its behalf

J Bunting
Chair



Theatre Alibi

Annual Accounts

Year Ended 31 March 2023

Notes to the Accounts

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Theatre Alibi meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

The Trustees consider that the charity has adequate resources to continue its operations for the foreseeable future and accordingly have adopted the going concern basis in preparing the accounts.

Income

Income is recognised when the charity is entitled to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Incoming resources from theatrical performances and related activities are included when performances are carried out and as goods and services are invoiced.
- Grants and donations are included when the conditions for receipt are met. Grant income is deferred when performance related grants are received in advance.
- Investment income is included when receivable.
- Where services are provided as a donation that would otherwise be purchased from suppliers, this contribution is included in the financial statements as incoming resources with an equivalent amount included as expenditure.

Expenditure

Expenditure is recognised on an accrual basis when a liability is incurred.

- Charitable activities include all expenditure associated with the production of theatrical performances, including both direct and support costs.
- Governance costs include those costs associated with meeting the constitutional and statutory obligations of the charity, including examination fees.
- Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.
- Creditors are measured at settlement amounts less any trade discounts.

Assets

- Tangible fixed assets costing £500 or more are included at cost and are depreciated by equal annual instalments over their estimated useful lives at the following rates:-

Leasehold improvements	Over the life of the lease
Motor Vehicles	25%
Office Equipment	25%
Production Equipment	25%
- Debtors are measured on initial recognition at settlement amounts. Subsequently they are measured at the cash or other consideration expected to be received.

Theatre Alibi
Annual Accounts
Year ended 31 March 2023
Notes to the accounts

	2022/2023		2021/2022	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
2. Grants, donations and commission				
Arts Council England South West	246,042		246,042	
Exeter City Council	15,360		15,360	
Heritage Lottery Fund	23,934		10,912	
South West Challenge			18,000	
Garfield Weston			15,000	
Theatre Tax Credit	7,797		11,218	
Donations and sponsorship	7,713		2,942	
	<u>300,846</u>	<u>0</u>	<u>319,474</u>	<u>0</u>
3. Other Income				
Royalty Income				
Video, book and other sales	1,073		401	
Employer's NI allowance	5,000		4,000	
Job Retention Scheme grants			3,262	
Hire of premises	10,803		9,899	
	<u>16,876</u>	<u>0</u>	<u>17,562</u>	<u>0</u>
4. Production expenses				
Salaries and fees:				
Artistic directors	35,275		35,123	
Actors	35,774		33,684	
Stage management	40,960		24,342	
Other production salaries	33,127		36,557	
Contract travel and subsistence	10,476		4,838	
Fees and commissions	47,586		44,946	
National Insurance	8,391		5,532	
Company pension contributions	5,767		4,654	
	<u>217,356</u>		<u>189,676</u>	
Technical and equipment costs	12,572		1,152	
Production materials	12,928		2,648	
Royalties and rights	0		0	
Audition costs	0		3,692	
Publicity	18,127		16,908	
Touring travel and subsistence	1,398		961	
Motor expenses	3,287		3,515	
Training and research	0		29	
	<u>265,668</u>	<u>0</u>	<u>218,581</u>	<u>0</u>

Theatre Alibi
Annual Accounts
Year ended 31 March 2023
Notes to the accounts

	2022/2023		2021/2022	
	Unrestricted £	Restricted £	Unrestricted £	Restricted £
6. Support costs				
Salaries:				
Administration	76,542		78,559	
National Insurance	6,239		8,366	
	<u>82,781</u>	<u>0</u>	<u>86,925</u>	<u>0</u>
Rent, rates and water	20,708		15,486	
Heat, light and power	10,082		8,114	
Property maintenance	3,243		3,326	
Telephone	1,470		1,398	
Postage, stationery and computer	2,168		3,930	
Fundraising fees	0		0	
ICT support	3,364		2,365	
Admin travel expenses	288		0	
Training and recruitment	2,024		2,194	
Company pension contributions	4,097		3,763	
Insurance	5,348		4,527	
Subscriptions	135		1,260	
Accountancy and independent examination	6,300		5,300	
Sundries	2,333		2,071	
	<u>144,341</u>	<u>0</u>	<u>140,659</u>	<u>0</u>

Support costs include governance costs of £14,434 (2022: £14,134)

Governance costs include Independent examiner's fees of £1,450 (2022: £1,150)

	2022/2023	2021/2022
6. Employee information		
	number	number
The average number of full-time equivalent employees during the year was as follows:		
Project related personnel	6	5.5
Support staff	3.5	2.7
	£	£
Staff costs for the above persons were:		
Wages and salaries	221,678	204,422
Redundancy payments	13,734	0
Social security costs	14,629	13,898
Pension costs	9,864	8,417
	<u>259,905</u>	<u>226,737</u>

No employee earned more than £60,000 per annum (2022-none)

The charity operates a defined contribution pension scheme. The contributions to the scheme are allocated between production and support costs according to the staff involved.

Theatre Alibi
Annual Accounts
Year ended 31 March 2023
Notes to the accounts

7. Tangible fixed assets

	Leasehold improvements	Production equipment	Office equipment	Motor vehicles	Total
Cost	£	£	£	£	£
At 1 April 2022	75,585	35,150	11,553	50,725	173,013
Additions			4,742		4,742
Disposals		23,078		18,288	41,366
At 31 March 2023	<u>75,585</u>	<u>12,072</u>	<u>16,295</u>	<u>32,437</u>	<u>136,389</u>
Depreciation					
At 1 April 2022	63,957	35,150	11,553	43,966	154,626
Charge for the year	5,814		593	6,759	13,166
Eliminated on disposals		23,078		18,288	41,366
At 31 March 2023	<u>69,771</u>	<u>12,072</u>	<u>12,146</u>	<u>32,437</u>	<u>126,426</u>
Net book amounts					
At 31 March 2023	<u>5,814</u>	<u>0</u>	<u>4,149</u>	<u>0</u>	<u>9,963</u>
At 31 March 2022	<u>11,628</u>	<u>0</u>	<u>0</u>	<u>6,759</u>	<u>18,387</u>

8. Debtors

	2023	2022
	£	£
Trade debtors	4,247	2,580
Other debtors	7,941	27,544
Prepayments and accrued interest	9,744	10,406
	<u>21,932</u>	<u>40,530</u>

9. Creditors - amounts falling due within one year

	2023	2022
	£	£
Trade creditors	263	5,248
Tax and social security	3,584	2,009
Accrued pension contributions	1,368	1,229
Accruals	6,125	5,965
Other creditors	3,618	4,350
	<u>14,958</u>	<u>18,801</u>

10. Movements in funds

	At 1 April 2022	Incoming resources	Outgoing resources	Transfers	At 31 March 2023
	£	£	£	£	£
Restricted Fund	0				0
Designated Funds					
Employee Commitment Fund	45,260		-13,734		31,526
Building Contingency Fund	31,641		-5,814		25,827
Development Fund	20,000		-1,350		18,650
Capital Equipment Fund	45,000		-3,193		41,807
Unrestricted General Fund	<u>81,249</u>	<u>367,774</u>	<u>-410,993</u>		<u>38,030</u>
	<u>223,150</u>	<u>367,774</u>	<u>-435,084</u>	<u>0</u>	<u>155,840</u>

THEATRE ALIBI

England & Wales - Charity number 299565

Accounts

Theatre Alibi
Unaudited Annual Accounts
Year ended 31 March 2022

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Company Number: 2265919

Registered Charity Number: 299565

Theatre Alibi Annual Accounts Year ended 31 March 2022 Report of the Board of Trustees

The Board of Trustees submits its directors' report and the unaudited financial statements for the year ended 31 March 2022.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015).

Status

The Company was formed on 8 June 1988 as a company limited by guarantee, having no share capital (Company Registration number 2265919). The governing document is the Memorandum and Articles of Association, amended on 1 October 2021. Under the provisions of Section 30 of the Companies Act 1985 the Company is entitled to omit the word limited from its name.

The Company is a registered charity (number 299565) and is not subject to Corporation Tax in its ordinary activities.

Address and Registered Office

Emmanuel Hall
Emmanuel Road
Exeter EX4 1EJ

Trustees

The Trustees, who are directors for the purposes of company law, comprised the following throughout the year:-

John Bunting	Chair
Pete Goodwin	
Jonny Ison	
Tony Lidington	
Sophie Lovett	
Jules Offord	
Dulcie Oliver	
Erin Walcon	

The following additional trustees were appointed on 24 March 2022:-

Ailie Debonnaire
Emma Hogg
Julia Robinson
Maisaa Sweid
Anna Valentine-Marsh

The Trustees are elected annually at the Annual General Meeting. Recruitment of new trustees is achieved both by advertising and by direct approach to individuals based on requirements identified by carrying out regular skills audits.

Bankers

Charities Aid Foundation
PO Box 209
West Malling
Kent ME19 4T

Theatre Alibi Annual Accounts Year Ended 31 March 2022 Report of the Board of Trustees

Objects and activities

Theatre Alibi are contemporary storytellers, creating new work for all ages that moves freely between the intimate and the epic and aspires to be inventive, joyful, moving, vivid, intricate and ambitious. In carrying out its activities the company has regard to the guidance issued by the Charity Commission on public benefit.

Past productions include *Table Mates*, *Apple John*, *Fish Eye*, *The Boy Who Climbed Into The Moon*, *Falling*, *Olive & the Dream Train*, *Hammer & Tongs*, *I Believe in Unicorns*, *Mucky Pup*, *Curiosity Shop*, *The Crowstarver*, *Cabbage Heart*, *Goucher's War*, *The Ministry of Fear*, *Cobbo*, *Spies*, *Teapot*, *Why the Whales Came*, *One in a Million* and *Shelf Life*.

In past years, as well as touring extensively to South West primary schools, Theatre Alibi has toured to large and small venues nationally including, Exeter Northcott, the Egg Bath, Northern Stage, Polka and Plymouth Theatre Royal. However we are increasingly moving our focus away from conventional theatre spaces and have been creating work which draws on stories told to us by our potential audiences. In particular, over the past 3 years, alongside our performances in schools, we have been working extensively in our local neighbourhood of St Thomas in Exeter.

As a leading theatre company in the UK making performances for schools, we have also been looking at ways to share our understanding and experience. Following a PhD (in partnership with Exeter University Drama Department) examining the impact of our work in schools, we have run a series of online events focused on performance for young audiences and aimed at our industry peers.

Based at Emmanuel Hall in Exeter the company offers rehearsal, workshop and office space to other arts and educational organisations.

Theatre Alibi is grateful to Arts Council England, for whom we have remained a National Portfolio Organisation and to Exeter City Council for their continued support.

The strategies the company employs to achieve its vision and charitable purpose are:

- Putting in place and developing a robust model for creating work that incorporates periods of Research and Development as well as a strong evaluation process
- Creating work for both children and adults. The form of the company's work (storytelling theatre) makes it particularly accessible
- Touring our work to a very broad range of venues to reach an audience of the greatest diversity
- Targeting specific groups in our marketing in a bid to actively attract a diverse audience
- Offering opportunities for audiences to engage more closely with our work
- Providing accessible performances for deaf audiences and people with Autistic Spectrum Conditions and complex needs and in SEN Schools.
- Seeking out opportunities for families or individuals who are rarely included in a theatre audience to see our work.
- Making our work as affordable as possible
- Supporting emerging theatre artists by making available our rehearsal space at Emmanuel Hall to the wider performing arts community
- Offering work experience opportunities and paid internships to people at the start of a career in theatre
- Aspiring to the best possible management practice
- Providing creative learning resources for all our productions to support teachers and student

Theatre Alibi Annual Accounts Year Ended 31 March 2022 Report of the Board of Trustees

Our achievements

In March 2021 we were able to reach further afield with our children's work thanks to the digital format of Down to Earth which was created for the months of lockdown. The digital live version of the piece went to three further schools – one in Wiltshire and two in the North East. Our Artistic Director, Nikki Sved, also gave a Zoom presentation to teachers in London, organised by the Royal Opera House Bridge Organisation.

Further digital work was created for our St Thomas audiences; a St Thomas audio walk was made available to download. The walk contains stories collected from the local community and features the actor Michael Wagg, as well as many clips of the original stories as they were told to us by the people of St Thomas.

During the summer of 2021 we set out to create a snap shot of St Thomas and to use the project as a way of gathering momentum for a Festival of St Thomas Stories scheduled for July 2022. We placed particular focus on gathering stories from global majority residents and workers. We worked with the Exeter photographer, Ben Borley, who took stunning portraits of the contributors and our story gatherers, Lisa Heledd-Jones and Daniel Jamieson established relationships and recorded conversations. In the final exhibition, 5 of the 19 stories featured people of diverse heritage. We also gave particular attention to younger residents, who can be overlooked in what might be perceived as a 'heritage' project.

The work culminated in an exhibition at Emmanuel Hall, curated by Lisa Heledd-Jones. Visitors could listen to edited snippets of the stories which accompanied large prints of the photo portraits. We commissioned Musician Elizabeth Westcott to compose songs based on selected stories and she sang live during the exhibition. Over 360 people attended the exhibition.

We continued to host online conversations between children's theatre makers, and in 2021 held sessions with Sally Cookson and Ross Willis, Barrowland Ballet, Justin Audiber of the Unicorn Theatre and Brazilian artists Camila Bauer and Pedro Lunaris from Project Gompa. We saw numbers to these sessions decreasing and attributed this to the "return to normality" as well as people being fed up with zoom. Therefore in early 2022 we started focusing on producing a series of podcasts which will continue the conversation and allow audiences more flexibility. These are due to be released in autumn 2022.

Stand Up! (And Boogie) was a performance which toured Devon and Somerset Primary schools throughout the autumn and spring terms and reached around 7500 children.

An Ofsted Inspector and a cleaner arrive unexpectedly in children's classrooms just as their teacher is about to put on a short film for them to watch. The children are told to get on with what they are doing and take no notice of their guests. However, as the film (about the epic journey of a small gull) comes to a close, the inspector has become so involved with the plight of the little bird that she finds she has whipped out a ukulele and begun to sing. Before long she is telling her story and the cleaner (a wonderful dancer) is telling his too. By the time they leave the classroom, their clothes have become a riot of colour and the children have been given a vivid glimpse of their visitors' true selves. At the end of the school day the inspector and cleaner are spied again in the school playground playing music and dancing with the children as they depart for home.

We visited 48 schools, 10 of which were new to the company. Included in the tour were 2 SEND schools. We have been pleased with a continued increase in the percentage of North Devon schools we are visiting (from 6%-15% in the last 4 years).

Emmanuel Hall has continued to provide a year-round home to two artists: a designer/maker and a musician. Following the reduced hire numbers in the previous year due to COVID, space bookings of Emmanuel Hall increased significantly in 2021/22 and we were able to accommodate a number of local artists in need of rehearsal space.

Theatre Alibi

Annual Accounts

Year Ended 31 March 2022

Report of the Board of Trustees

Staffing analysis (2020/2021 figures in brackets)

Permanent Directors (fulltime equivalent)

Artistic Director	0.85	(0.95)
Administrative & Financial Director	n/a	(0.8)
Executive Producer	0.8	(0.8)

Other employees (fulltime equivalent)

Production Manager	0.8	(0.8)
Marketing Officer	0.8	(0.8)
General Manager (maternity)	0.8	(0.8)
Administrator	0.7	(0.7)
Facilities Manager and cleaner	0.4	(0.4)

Project Related Personnel (weeks)

Performers	59	(69)
Stage Management Team	0	(5)
Design Team	21.	(21)
Other Practitioners	38	(26)

Pay Ratios and Income Equality

Theatre Alibi is committed to men and women receiving equal treatment in the terms and conditions of their employment contracts. The Board annually reviews the pay policy, which includes all employees being paid at or above the Living Wage.

Theatre Alibi is not required by legislation to report on the pay gap between male and female employees, but where a like for like comparison is possible there was no pay differential in 2021/22.

The differential between Theatre Alibi's lowest and highest paid employees, or Pay Ratio, was 1.58:1

Environmental Performance and Progress

Theatre Alibi is committed to reducing the negative environmental impacts of its activities. The company's Environmental Policy is updated and reviewed on an annual basis by the Board. The policy is supported by an Environmental Action Plan, which is communicated to all staff. On-going activities in support of environmental sustainability include performing to children in their own schools (nearly 8,000 in 2021/22). By touring to primary schools, many of which are a long distance from the nearest theatre, the significant environmental cost of transporting large numbers of children is removed.

In the spring of 2022, alongside the Royal Shakespeare Company and the National Theatre of Scotland, Theatre Alibi was selected by Royal Holloway University to participate in a case study for the Theatre Green Book, a method of sustainable theatre making. The company has since committed to adhering to Green Book guidelines on all future productions.

Financial Review

The year to 31 March 2022 was the second year of uncertainty and disruption caused by the Covid pandemic. Initial wary forecasts of a large deficit proved overly pessimistic and the actual deficit of £13,056 was well within the predictions. It is to be hoped that the income from educational performances, box office and the letting of spaces in Emmanuel Hall will return to pre pandemic levels in the 2022/2023 year. The fund balances at 31 March 2022 comprise a general fund reserve of £81,249 and designated funds of £141,901.

Theatre Alibi

Annual Accounts

Year Ended 31 March 2022

Report of the Board of Trustees

Risk Review

The Trustees have considered the major risks to which the company is exposed. They have been satisfied that financial controls, insurance cover and health and safety procedures are adequate to mitigate those risks.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. Designated funds have been established for the following: an **Employee Commitment Fund** to cover costs of unforeseen events associated with employment; a **Building Contingency Fund** to cover costs relating to premises, in particular with costs associated with fulfilling responsibilities as a tenant; a **Development Fund** to enable the company to respond to opportunities that are not included in annual budgets; a **Capital Equipment Fund** to cover the cost of replacing items such as technical equipment.

With regard to the unrestricted General Reserve, the Trustees believe that a balance of free reserves representing four months operating costs is desirable to cover eventualities such as short term cashflow problems or the sudden loss of a funding source. This will ensure the charity can continue to operate while it undertakes a strategic review of its activities. The current level of expenditure on operating costs indicates an optimum level of General Reserve in the range £75,000 to £85,000. The actual General Fund balance at 31 March 2022 falls within these parameters.

The Policy and the level of reserves held will be reviewed annually at June Trustee meeting

Governance and Management

Theatre Alibi is a registered charity and a company limited by guarantee. The company was run jointly by its two Directors – the Artistic Director and the Executive Producer. The directors are responsible to the Board of Trustees..

Theatre Alibi undertakes to ensure that all the people with whom we have contact are treated fairly and with respect. This includes job applicants, employees (including freelance practitioners), volunteers, trustees, participants, venue staff and audience members. Anyone who works for the company is encouraged to develop and maximize their true potential irrespective of age, disability, race, religion or belief, national or ethnic origin, gender reassignment, marital status, caring responsibilities, gender and sexual orientation. There is a company Diversity and Equality Policy and Action Plan, Safeguarding Policy and Action Plan, and Data Protection Policy and Procedures which are reviewed annually by the Board of Trustees.

The induction pack for new trustees contains the following:

Information about Theatre Alibi

- Theatre Alibi Mission Statement & Aims
- Theatre Alibi an introduction
- Three Year Plan
- Copies of publicity material from recent shows

Information about the trustees' role

- Trustees' Role description
- Equal Opportunities monitoring form
- All Trustees contact details
- The Essential Trustee An Introduction (Charity Commission CC3(a))
- Trustee declaration

**Theatre Alibi
Annual Accounts
Year Ended 31 March 2022
Report of the Board of Trustees**

Documents

- Memorandum & Articles of Association (constitution)
- Set of recent Trustee papers
- Dates of meetings
- Terms of reference for Trustees and sub committees
-
- Annual report and accounts for the previous year
- Policy documents concerning health & safety, equal opportunities and financial reserves

Statement of Trustees' Responsibilities

The Trustees (who are also directors for the purpose of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice (UK GAAP)

Company law and the law applicable to charities in the United Kingdom requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit and loss of the Company for that period.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, observe the methods and principles in the Charities SORP, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable it to ensure that the financial statements comply with the Companies Act 2006. The Council is also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on 22 September 2022 and signed on its behalf.

J Bunting
Chair

Independent examiner's report to the trustees of Theatre Alibi ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies. 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Paul Steele FCA
Chartered Accountant
18 Newport Street
Tiverton
Devon EX16 6NL

22 September 2022

Theatre Alibi
Statement of financial activities
Income and expenditure account
Year ended 31 March 2022

	Notes	Unrestricted General £	Designated £	Restricted funds £	Total 2022 £	Total 2021 £
Income						
Charitable activities:						
Education performances		23,050			23,050	16,025
Performance fees and box office					0	0
Grants, donations and commission	2	319,474			319,474	318,756
Other income	3	17,562			17,562	30,050
Investment income:						
Interest receivable		21			21	114
		<u>360,107</u>	<u>0</u>	<u>0</u>	<u>360,107</u>	<u>364,945</u>
Expenditure						
Charitable activities						
Production expenses	4	218,581			218,581	222,939
Support costs	5	140,659			140,659	121,193
Depreciation		8,109	5,814		13,923	13,923
Profit on disposal of assets					0	0
		<u>367,349</u>	<u>5,814</u>	<u>0</u>	<u>373,163</u>	<u>358,055</u>
Total expenditure		<u>367,349</u>	<u>5,814</u>	<u>0</u>	<u>373,163</u>	<u>358,055</u>
Net income/ expenditure for the year		-7,242	-5,814	0	-13,056	6,890
Transfers between funds					0	0
Net movement in funds		-7,242	-5,814	0	-13,056	6,890
Fund balances brought forward		88,491	147,715	0	236,206	229,316
Fund balances carried forward		<u>81,249</u>	<u>141,901</u>	<u>0</u>	<u>223,150</u>	<u>236,206</u>

The statement of financial activities includes all gains and losses in the year.
There were no acquisitions or discontinued operations during the current or preceeding year.

Theatre Alibi
Balance sheet
31 March 2022

	Notes	2022		2021	
		£	£	£	£
Tangible fixed assets	7		18,387		32,310
Current assets					
Debtors	8	40,530		38,785	
Cash at bank		182,325		201,174	
Cash in hand		709		500	
		<u>223,564</u>		<u>240,459</u>	
Creditors					
Amounts falling due within one year	9	<u>18,801</u>		<u>36,563</u>	
Net current assets			<u>204,763</u>		<u>203,896</u>
Net assets			<u><u>223,150</u></u>		<u><u>236,206</u></u>
Reserves	10				
Restricted fund	11		0		0
Unrestricted funds					
Designated funds	12	141,901		147,715	
General fund		<u>81,249</u>		<u>88,491</u>	
			223,150		236,206
Total income funds	13		<u><u>223,150</u></u>		<u><u>236,206</u></u>

For the financial year ended 31 March 2022 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of the Companies Act 2006 so far as applicable to the company.

Approved by the Trustees on 22 September 2022

J Ison

J Bunting

Theatre Alibi
Annual Accounts
Year Ended 31 March 2022
Notes to the Accounts

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Theatre Alibi meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

The Trustees consider that the charity has adequate resources to continue its operations for the foreseeable future and accordingly have adopted the going concern basis in preparing the accounts.

Income

Income is recognised when the charity is entitled to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Incoming resources from theatrical performances and related activities are included when performances are carried out and as goods and services are invoiced.
- Grants and donations are included when the conditions for receipt are met. Grant income is deferred when performance related grants are received in advance.
- Investment income is included when receivable.
- Where services are provided as a donation that would otherwise be purchased from suppliers, this contribution is included in the financial statements as incoming resources with an equivalent amount included as expenditure.

Expenditure

Expenditure is recognised on an accrual basis when a liability is incurred.

- Charitable activities include all expenditure associated with the production of theatrical performances, including both direct and support costs.
- Governance costs include those costs associated with meeting the constitutional and statutory obligations of the charity, including examination fees.
- Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.
- Creditors are measured at settlement amounts less any trade discounts.

Assets

- Tangible fixed assets costing £500 or more are included at cost and are depreciated by equal annual instalments over their estimated useful lives at the following rates:-

Leasehold improvements	Over the life of the lease
Motor Vehicles	25%
Office Equipment	25%
Production Equipment	25%
- Debtors are measured on initial recognition at settlement amounts. Subsequently they are measured at the cash or other consideration expected to be received.

Theatre Alibi
Annual Accounts
Year ended 31 March 2022
Notes to the accounts

	2021/2022		2020/2021	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
2. Grants, donations and commission				
Arts Council England South West	246,042		246,042	
Exeter City Council	15,360		15,360	
Heritage Lottery Fund	10,912			
South West Challenge	18,000		18,000	
Garfield Weston	15,000		15,000	
Theatre Tax Credit	11,218		21,434	
Donations and sponsorship	2,942		2,920	
	<u>319,474</u>	<u>0</u>	<u>318,756</u>	<u>0</u>
3. Other income				
Royalty income				
Video and book sales, equipment hire	401		188	
Employer's NI allowance	4,000		4,000	
Job Retention Scheme grants	3,262		23,584	
Hire of premises	9,899		2,278	
	<u>17,562</u>	<u>0</u>	<u>30,050</u>	<u>0</u>
4. Production expenses				
Salaries and fees:				
Artistic directors	35,123		33,973	
Actors	33,684		39,923	
Stage management	24,342		26,702	
Other production salaries	36,557		42,934	
Contract travel and subsistence	4,838		1,619	
Fees and commissions	44,946		36,796	
National insurance	5,532		8,158	
Company pension contributions	4,654		5,131	
	<u>189,676</u>		<u>195,236</u>	
Technical and equipment costs	1,152		4,179	
Production materials	2,648		3,662	
Royalties and rights	0		2,550	
Audition costs	3,692		0	
Publicity	16,908		13,091	
Touring travel and subsistence	961		1,155	
Motor expenses	3,515		2,946	
Training and research	29		120	
	<u>218,581</u>	<u>0</u>	<u>222,939</u>	<u>0</u>

Theatre Alibi
Annual Accounts
Year ended 31 March 2022
Notes to the accounts

	2021/2022		2020/2021	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
5. Support costs				
Salaries:				
Administration	78,559		66,921	
National insurance	8,366		4,559	
	<u>86,925</u>	<u>0</u>	<u>71,480</u>	<u>0</u>
Rent, rates and water	15,486		15,373	
Heat, light and power	8,114		4,570	
Property maintenance	3,326		2,381	
Telephone	1,398		1,592	
Postage, stationery and computer	3,930		6,137	
Fundraising fees	0		1,300	
ICT support	2,365		2,746	
Admin travel expenses	0		16	
Training and recruitment	2,194		2,225	
Company pension contributions	3,763		2,521	
Insurance	4,527		4,447	
Subscriptions	1,260		205	
Accountancy and independent examination	5,300		4,400	
Sundries	2,071		1,800	
	<u>140,659</u>	<u>0</u>	<u>121,193</u>	<u>0</u>

Support costs include governance costs of £14,134 (2021: £16,079)

Governance costs include independent examiner's fees of £1,150 (2021: £1,150)

	2021/2022	2020/2021
6. Employee information		
	number	number
The average number of full-time equivalent employees during the year was as follows:		
Project related personnel	5.5	5.7
Support staff	2.7	2.7
	£	£
Staff costs for the above persons were:		
Wages and salaries	204,422	210,453
Social security costs	13,898	12,717
Pension costs	8,417	7,652
	<u>226,737</u>	<u>230,822</u>

No employee earned more than £60,000 per annum (2021-none)

The charity operates a defined contribution pension scheme. The contributions to the scheme are allocated between production and support costs according to the staff involved.

Theatre Alibi
Annual Accounts
Year ended 31 March 2022
Notes to the accounts

7. Tangible fixed assets

	Leasehold improvements	Production equipment	Office equipment	Motor vehicles	Total
Cost	£	£	£	£	£
At 1 April 2021	75,585	35,150	11,553	50,725	173,013
Additions					0
Disposals					0
At 31 March 2022	75,585	35,150	11,553	50,725	173,013
Depreciation					
At 1 April 2021	58,143	35,150	11,553	35,857	140,703
Charge for the year	5,814			8,109	13,923
Eliminated on disposals					0
At 31 March 2022	63,957	35,150	11,553	43,966	154,626
Net book amounts					
At 31 March 2022	11,628	0	0	6,759	18,387
At 31 March 2021	17,442	0	0	14,868	32,310

8. Debtors

	2022	2021
	£	£
Trade debtors	2,580	3,102
Other debtors	27,544	29,118
Prepayments and accrued interest	10,406	6,565
	40,530	38,785

9. Creditors - amounts falling due within one year

Trade creditors	5,248	8,790
Tax and social security	2,009	2,950
Accrued pension contributions	1,229	886
Accruals	5,965	4,869
Other creditors	4,350	19,068
	18,801	36,563

10. Movements in funds

	At 1 April 2021	Incoming resources	Outgoing resources	Transfers	At 31 March 2022
	£	£	£	£	£
Restricted Fund	0				0
Designated Funds					
Employee Commitment Fund	45,260				45,260
Building Contingency Fund	37,455		-5,814		31,641
Development Fund	20,000				20,000
Capital Equipment Fund	45,000				45,000
Unrestricted General Fund	88,491	360,107	-367,349		81,249
	236,206	360,107	-373,163	0	223,150

Theatre Alibi
Annual Accounts
Year ended 31 March 2022
Notes to the accounts

11. Restricted fund - Grants for fixed assets

Grants for fixed assets are credited to this fund and depreciation on the fixed assets financed with this funding is charged to the fund.

12. Designated funds

Employee Commitment Fund

This fund represents reserves set aside to meet unforeseen costs associated with employment, for example sickness, maternity and redundancy.

Building Contingency Fund

This fund was set up to provide for costs associated with the occupation of premises. The major part of this fund is represented by the cost less depreciation of leasehold improvements to Emmanuel Hall. There are also liquid funds of £20,013 available for future expenditure.

Development Fund

This fund is to provide means for the company to respond to opportunities not included in annual budgets

Capital Equipment Fund

A fund to provide for the replacement of capital equipment

13. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted fund			0
Unrestricted funds:			
Employee Commitment Fund		45,260	45,260
Building Contingency Fund	11,628	20,013	31,641
Development Fund		20,000	20,000
Capital Equipment Fund		45,000	45,000
General reserve	6,759	74,490	81,249
	18,387	204,763	223,150

14. Commitments under operating leases

At 31 March 2022 the company had annual commitments of £20,000 (2021: £15,000) under non-cancellable operating leases expiring between two and five years in respect of land and buildings.

15. Contingent asset

The company is entitled to make claims for Theatre Tax Credit under the Theatre Tax Relief legislation. Claims are outstanding for the years ended 31 March 2021 and 31 March 2022. These claims are expected to yield about £10,000 for each year and are dependent on negotiation with HMRC.

16. Related Party Transactions

J Ison, who is a Trustee, is a consultant to the firm Bray Accountants which provided accountancy services to the value of £3,300 during the year, as authorised under clause 4.4.3 of the Articles of Association.

During the year, payment of expenses to Trustees for attending meetings amounted to £nil (2021: nil)

There have been no other related party transactions.

THEATRE ALIBI

England & Wales - Charity number 299565

Accounts

Theatre Alibi
Annual Accounts
Year ended 31 March 2021
Report of the Board of Trustees

The Board of Trustees submits its directors' report and the unaudited financial statements for the year ended 31 March 2021.

The financial statements comply with the Companies Act 2006, the Memorandum and Articles of Association and the Accounting and Reporting by Charities Statement of Recommended Practice. The financial statements are prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Theatre Alibi
Unaudited Annual Accounts

Year ended 31 March 2021

The Company was formed by guarantee, having no share capital (Company Registration number 2265919). The governing document is the Memorandum and Articles of Association amended on 1 October 2021. Under the provisions of Section 36 of the Companies Act 1985 the Company is entitled to omit the word limited from its name.

The Company is a registered charity (number 299565) and is not subject to Corporation Tax in its ordinary activities.

Address and Registered Office

Emmanuel Hall
Emmanuel Road
Exeter EX4 1EL

Trustees

The Trustees, who are directors for the purposes of company law, comprised the following during the year:

Page

1-6	Report of the Board of Trustees
7	Independent Examiner's Report to the Members
8	Statement of Financial Activities
9	Balance Sheet
10-14	Notes and Accounting Policies

John Bunting
Pete Goodwin
Jonny Ison
Kris Lewis
Tony Liddington
Sophie Lovell
Julia Olfert
Darius Oliver
Elin Walton

Company Number: 2265919

Registered Charity Number: 299565

The Trustees are elected annually at the Annual General Meeting. The Trustees are not subject to any term of office and may be re-elected. The Trustees are not subject to any term of office and may be re-elected. The Trustees are not subject to any term of office and may be re-elected.

Bankers

Charities Aid Foundation
PO Box 208
West Malling
Kent ME18 4TA

Theatre Alibi

Annual Accounts

Year ended 31 March 2021

Report of the Board of Trustees

The Board of Trustees submits its directors' report and the unaudited financial statements for the year ended 31 March 2021.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 2015).

Status

The Company was formed on 8 June 1988 as a company limited by guarantee, having no share capital (Company Registration number 2265919). The governing document is the Memorandum and Articles of Association, amended on 1 October 2021. Under the provisions of Section 30 of the Companies Act 1985 the Company is entitled to omit the word limited from its name.

The Company is a registered charity (number 299565) and is not subject to Corporation Tax in its ordinary activities.

Address and Registered Office

Emmanuel Hall
Emmanuel Road
Exeter EX4 1EJ

Trustees

The Trustees, who are directors for the purposes of company law, comprised the following during the year:-

John Bunting	Chair
Pete Goodwin	
Jonny Ison	
Kira Lewis	Resigned September 2020
Tony Lidington	
Sophie Lovett	
Jules Offord	
Dulcie Oliver	
Erin Walcon	

The Trustees are elected annually at the Annual General Meeting. Recruitment of new trustees is achieved both by advertising and by direct approach to individuals based on requirements identified by carrying out regular skills audits.

Bankers

Charities Aid Foundation
PO Box 209
West Malling
Kent ME19 4TA

Theatre Alibi Annual Accounts Year Ended 31 March 2021 Report of the Board of Trustees

Objects and activities

Theatre Alibi are contemporary storytellers, creating new work for all ages that moves freely between the intimate and the epic and aspires to be inventive, joyful, moving, vivid, intricate and ambitious. Our work combines performance with other art forms including animation, film, puppetry, photography and live music. In carrying out its activities the company has regard to the guidance issued by the Charity Commission on public benefit.

Past productions include *Table Mates*, *Apple John*, *Fish Eye*, *The Boy Who Climbed Into The Moon*, *Falling*, *Olive & the Dream Train*, *Hammer & Tongs*, *I Believe in Unicorns*, *Mucky Pup*, *Curiosity Shop*, *The Crowstarver*, *Cabbage Heart*, *Goucher's War*, *The Ministry of Fear*, *Cobbo*, *Spies*, *Teapot*, *Why the Whales Came*, *One in a Million* and *Shelf Life*.

In recent years, as well as touring extensively to South West primary schools, Theatre Alibi has toured to large and small venues nationally including, Exeter Northcott, the Egg Bath, Northern Stage, Polka and Plymouth Theatre Royal. However we are increasingly moving our focus away from conventional theatre spaces and have been creating work which draws on stories told to us by our potential audiences.

As a leading theatre company in the UK making performances for schools, we have also been looking at ways to share our understanding and experience. An academic study examining the impact of our work in schools, in partnership with Exeter University Drama Department, was completed in September 2020.

Based at Emmanuel Hall in Exeter the company offers rehearsal, workshop and office space to other arts and educational organisations.

Theatre Alibi is grateful to Arts Council England, for whom we have remained a National Portfolio Organisation and to Exeter City Council for their continued support.

The strategies the company employs to achieve its vision and charitable purpose are:

- Putting in place and developing a robust model for creating work that incorporates periods of Research and Development as well as a strong evaluation process
- Creating work for both children and adults. The form of the company's work (storytelling theatre) makes it particularly accessible
- Touring our work to a very broad range of venues to reach an audience of the greatest diversity
- Targeting specific groups in our marketing in a bid to actively attract a diverse audience
- Offering opportunities for audiences to engage more closely with our work
- Providing assisted performances for deaf and blind /visually impaired individuals and groups and people with Autism, Spectrum Conditions and complex needs
- Seeking out opportunities for families or individuals who are rarely included in a theatre audience to see our work. Making our work as affordable as possible
- Supporting emerging theatre artists and making available our rehearsal space at Emmanuel Hall to the wider performing arts community
- Offering work experience opportunities and paid internships to people at the start of a career in theatre
- Aspiring to the best possible management practice
- Creating creative learning resources for all our productions to support teachers and students

Theatre Alibi

Annual Accounts

Year Ended 31 March 2021

Report of the Board of Trustees

Our achievements

When the pandemic hit in March 2020 we were in the process of creating a show for South West primary schools exploring notions of 'home' and we were also working closely with our local community in St Thomas, preparing to perform a piece at our base, Emmanuel Hall, inspired by the many oral histories we had collected in the area. In addition, we were preparing to host an international symposium with Exeter University discussing theatre performances for school children. Whilst our plans inevitably changed, we are proud that we have continued to serve our audiences, our community and the sector throughout. In the thick of the first lockdown, we worked with our freelance artists to create weekly Education Resources (*Alibi Exchange*) for South West primary schools. *Alibi Exchange* provided 9 activities for children during the home schooling months. We recorded a total of 1,897 downloads.

We sent out weekly e-postcards (with over 50% opening rate) to our neighbourhood community in St Thomas, receiving many wonderful emails in return. We set up a Crowdfunder which allowed us to create special Story Packs which were distributed via foodbanks to hundreds of vulnerable children in Devon and Somerset. And we held a series of online conversations with international children's theatre makers, *Getting Through the Cracks*, about some of the work for young people, that was happening world-wide during the pandemic.

But perhaps more importantly, as soon as we were able, we began to make live performances again. We created walking Story Tours (for 216 participants and doorstep performances (for 353 residents) which took place on the streets of St Thomas and we were delighted to tour to children in South West primary schools with a specially created piece – *Down to Earth*. Our longstanding relationships with schools, many of whom we tour to each year, undoubtedly helped at a time when trusted partnerships were necessary in order to make the performances happen. We performed the piece 213 times for 5,560 children. A special Teacher's Resource Pack for *Down to Earth* was downloaded 127 times.

When schools closed again in January 2021, we moved performances of *Down to Earth* to a live digital format and continued to reach children that way. We reached an estimated 1,859 children with 45 performances of the digital show.

In early 2021 we also created an audio tour of St Thomas Stories which could be downloaded onto people's phones.

Emmanuel Hall has continued to provide a year-round home to two artists: a designer/maker and a musician. Users of the rehearsal space have been very limited, sadly, owing to government guidance relating to Covid-19.

Theatre Alibi

Annual Accounts

Year Ended 31 March 2021

Report of the Board of Trustees

Staffing analysis (2018/2020 figures in brackets)

Permanent Directors (fulltime equivalent)

Artistic Director	0.95	(1)
Administrative & Financial Director	0.8	(0.8)
Executive Producer	0.08	(1 -maternity leave)
Director for Audiences and Development	0.2	(n/a)

Other employees (fulltime equivalent)

Production Manager	0.8	(0.8)
Marketing Manager (maternity leave)	0.6	(0.75)
Producer (Personnel)	0.4	(n/a)
Producer (Relationships)	0.4	(1.6)
Marketing and Development Assistant	0.8	(0.4)
Administrator	1.7	(0.7)
Caretaker and cleaner	0.4	(0.4)

Project Related Personnel (weeks)

Performers	69	(86)
Stage Management Team	5	(65)
Design Team	21	(6)
Other Practitioners	38	(26)

Pay Ratios and Income Equality

Theatre Alibi is committed to men and women receiving equal treatment in the terms and conditions of their employment contracts. The Board annually reviews the pay policy, which includes all employees being paid at or above the Living Wage.

Theatre Alibi is not required by legislation to report on the pay gap between male and female employees, but where a like for like comparison is possible; there was no pay differential in 2020/21.

The differential between Theatre Alibi's lowest and highest paid employees or Pay Ratio, was 9.17 in 2020/21.

Environmental Performance and Progress

Theatre Alibi is committed to reducing the negative environmental impacts of its activities. The company's Environmental Policy is updated and reviewed on an annual basis by the Board. The policy is supported by an Environmental Action Plan, which is communicated to all staff. On-going activities in support of environmental sustainability include performing to children in their own schools (over 5,500 in 2020/21). By touring to primary schools, many of which are a long distance from the nearest theatre, the significant environmental cost of transporting large numbers of children is removed.

Financial Review

There was a small surplus for the year, slightly more than budgeted. In the present climate, under the shadow of the pandemic, the company continues to review and re-plan its activities in line with government guidelines.

Theatre Alibi

Annual Accounts

Year Ended 31 March 2021

Report of the Board of Trustees

Risk Review

The Trustees have considered the major risks to which the company is exposed. They have been satisfied that financial controls, insurance cover and health and safety procedures are adequate to mitigate those risks. The major risks caused by the pandemic were not anticipated and until the crisis ends the company will look to support from its own financial reserves, its employees, its funders and the community it serves.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission. Designated funds have been established for the following: an **Employee Commitment Fund** to cover costs of unforeseen events associated with employment; a **Building Contingency Fund** to cover costs relating to premises, in particular with costs associated with fulfilling responsibilities as a tenant; a **Development Fund** to enable the company to respond to opportunities that are not included in annual budgets; a **Capital Equipment Fund** to set aside £5,000 per year (to a maximum of £45,000) to cover the cost of replacing items such as technical equipment.

With regard to the unrestricted General Reserve, the Trustees believe that a balance of free reserves representing four months operating costs is desirable to cover eventualities such as short term cashflow problems or the sudden loss of a funding source. This will ensure the charity can continue to operate while it undertakes a strategic review of its activities. The current level of expenditure on operating costs indicates an optimum level of General Reserve in the range £75,000 to £80,000.

The Policy and the level of reserves held will be reviewed annually at June Trustee meeting

Governance and Management

Theatre Alibi is a registered charity and a company limited by guarantee. The company was run jointly by its three Directors – Artistic Director, Executive Producer and Administrative & Financial Director, working in parallel but led, within practical boundaries, by artistic considerations. The Executive Producer was on maternity leave until 30 April 2020 and then returned as a Producer. Until January 2021 there were only two directors: Artistic Director and Administrative & Financial Director. The directors are responsible to the Board of Trustees who meet at least four times a year.

Theatre Alibi undertakes to ensure that all the people with whom we have contact are treated fairly and with respect. This includes job applicants, employees (including freelance practitioners), volunteers, trustees, participants, venue staff and audience members. Anyone who works for the company is encouraged to develop and maximize their true potential irrespective of age, disability, race, religion or belief, national or ethnic origin, gender reassignment, marital status, caring responsibilities, gender and sexual orientation. There is a company Diversity and Equality Policy and Action Plan, Safeguarding Policy and Action Plan, and Data Protection Policy and Procedures which are reviewed annually by the Council of Management.

Theatre Alibi has considered the recommended practices that form the Charity Governance Code for smaller charities, and has submitted revised Articles of Association to Companies House and the Charity Commission.

Theatre Alibi

Annual Accounts

Year Ended 31 March 2021

Report of the Board of Trustees

Trustees

There was one Trustee resignation this year and no new members. The Induction Pack for new members contains the following:

Information about Theatre Alibi

- Theatre Alibi Mission Statement & Aims
- Theatre Alibi an introduction
- Three Year Plan
- Copies of publicity material from recent shows

Information about the trustees' role

- Trustees' Role description
- Equal Opportunities monitoring form
- All Trustees contact details
- The Essential Trustee An Introduction (Charity Commission CC3(a))
- Trustee declaration

Documents

- Memorandum & Articles of Association (constitution)
- Set of recent Trustee papers
- Dates of meetings
- Terms of reference for Trustees and sub committees
- Annual report and accounts for the previous year
- Policy documents concerning health & safety, equal opportunities and financial reserves

Statement of Trustees' Responsibilities

The Trustees (who are also directors for the purpose of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice (UK GAAP)

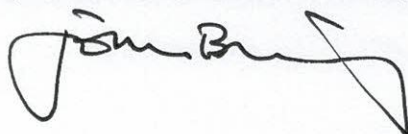
Company law and the law applicable to charities in the United Kingdom requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit and loss of the Company for that period.

In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, observe the methods and principles in the Charities SORP, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable it to ensure that the financial statements comply with the Companies Act 2006. The Council is also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on 20 September 2021 and signed on its behalf.

J Bunting
Chair



Independent examiner's report to the trustees of Theatre Alibi ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies. 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.



Paul Steele FCA
Chartered Accountant
18 Newport Street
Tiverton
Devon EX16 6NL

30 September 2021

Theatre Alibi
Statement of financial activities
Income and expenditure account
Year ended 31 March 2021

	Notes	Unrestricted General £	Designated £	Restricted funds £	Total 2021 £	Total 2020 £
Income						
Charitable activities:						
Education performances		16,025			16,025	51,382
Performance fees and box office					0	7,774
Grants, donations and commission	2	318,756			318,756	312,192
Other income	3	30,050			30,050	16,551
Investment income:						
Interest receivable		114			114	364
		<u>364,945</u>	<u>0</u>	<u>0</u>	<u>364,945</u>	<u>388,263</u>
Expenditure						
Charitable activities						
Production expenses	4	222,939			222,939	244,877
Support costs	5	121,193			121,193	129,963
Depreciation		8,109	5,814		13,923	13,923
Profit on disposal of assets					0	0
		<u>352,241</u>	<u>5,814</u>	<u>0</u>	<u>358,055</u>	<u>388,763</u>
Total expenditure		<u>352,241</u>	<u>5,814</u>	<u>0</u>	<u>358,055</u>	<u>388,763</u>
Net income/ expenditure for the year		12,704	-5,814	0	6,890	-500
Transfers between funds					0	0
Net movement in funds		12,704	-5,814	0	6,890	-500
Fund balances brought forward		75,787	153,529	0	229,316	229,816
Fund balances carried forward		<u>88,491</u>	<u>147,715</u>	<u>0</u>	<u>236,206</u>	<u>229,316</u>

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

There were no acquisitions or discontinued operations during the current or preceeding year.

Theatre Alibi
Balance sheet
31 March 2021

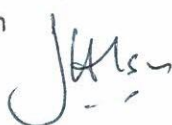
	Notes	2021		2020	
		£	£	£	£
Tangible fixed assets	7		32,310		46,233
Current assets					
Debtors	8	38,785		31,571	
Cash at bank		201,174		182,444	
Cash in hand		500		474	
		<u>240,459</u>		<u>214,489</u>	
Creditors					
Amounts falling due within one year	9	<u>36,563</u>		<u>31,406</u>	
Net current assets			<u>203,896</u>		<u>183,083</u>
Net assets			<u>236,206</u>		<u>229,316</u>
Reserves	10				
Restricted fund	11		0		0
Unrestricted funds					
Designated funds	12	147,715		153,529	
General fund		<u>88,491</u>		<u>75,787</u>	
			236,206		229,316
Total income funds	13		<u>236,206</u>		<u>229,316</u>

For the financial year ended 31 March 2021 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of the Companies Act 2006 so far as applicable to the company.

Approved by the Trustees on 30 September 2021

J Ison



J Bunting



Theatre Alibi

Annual Accounts

Year Ended 31 March 2021

Notes to the Accounts

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Theatre Alibi meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

The Trustees consider that the charity has adequate resources to continue its operations for the foreseeable future and accordingly have adopted the going concern basis in preparing the accounts.

Income

Income is recognised when the charity is entitled to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Incoming resources from theatrical performances and related activities are included when performances are carried out and as goods and services are invoiced.
- Grants and donations are included when the conditions for receipt are met. Grant income is deferred when performance related grants are received in advance.
- Investment income is included when receivable.
- Where services are provided as a donation that would otherwise be purchased from suppliers, this contribution is included in the financial statements as incoming resources with an equivalent amount included as expenditure.

Expenditure

Expenditure is recognised on an accrual basis when a liability is incurred.

- Charitable activities include all expenditure associated with the production of theatrical performances, including both direct and support costs.
- Governance costs include those costs associated with meeting the constitutional and statutory obligations of the charity, including examination fees.
- Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.
- Creditors are measured at settlement amounts less any trade discounts.

Assets

- Tangible fixed assets costing £500 or more are included at cost and are depreciated by equal annual instalments over their estimated useful lives at the following rates:-

Leasehold improvements	Over the life of the lease
Motor Vehicles	25%
Office Equipment	25%
Production Equipment	25%
- Debtors are measured on initial recognition at settlement amounts. Subsequently they are measured at the cash or other consideration expected to be received.

Theatre Alibi
Annual Accounts
Year ended 31 March 2021
Notes to the accounts

	2020/2021		2019/2020	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
2. Grants, donations and commission				
Arts Council England South West	246,042		241,597	
Exeter City Council	15,360		15,360	
Heritage Lottery Fund			11,450	
South West Challenge	18,000		17,000	
Garfield Weston	15,000			
Theatre Tax Credit	21,434		23,692	
Donations and sponsorship	2,920		3,093	
	<u>318,756</u>	<u>0</u>	<u>312,192</u>	<u>0</u>
3. Other income				
Royalty income				
Video and book sales, equipment hire	188		3,542	
Employer's NI allowance	4,000		3,000	
Job Retention Scheme grants	23,584			
Hire of premises	2,278		10,009	
	<u>30,050</u>	<u>0</u>	<u>16,551</u>	<u>0</u>
4. Production expenses				
Salaries and fees:				
Artistic directors	33,973		34,364	
Actors	39,923		44,148	
Stage management	26,702		35,310	
Other production salaries	42,934		32,255	
Contract travel and subsistence	1,619		8,267	
Fees and commissions	36,796		35,040	
National insurance	8,158		8,025	
Company pension contributions	5,131		5,440	
	<u>195,236</u>		<u>202,849</u>	
Technical and equipment costs	4,179		2,273	
Production materials	3,662		1,016	
Royalties and rights	2,550		5,725	
Audition costs	0		1,987	
Publicity	13,091		22,222	
Touring travel and subsistence	1,155		3,656	
Motor expenses	2,946		4,472	
Training and research	120		677	
	<u>222,939</u>	<u>0</u>	<u>244,877</u>	<u>0</u>

Theatre Alibi
Annual Accounts
Year ended 31 March 2021
Notes to the accounts

	2020/2021		2019/2020	
	Unrestricted £	Restricted £	Unrestricted £	Restricted £
5. Support costs				
Salaries:				
Administration	66,921		67,522	
National insurance	4,559		5,171	
	<u>71,480</u>	<u>0</u>	<u>72,693</u>	<u>0</u>
Rent, rates and water	15,373		16,602	
Heat, light and power	4,570		5,701	
Property maintenance	2,381		4,454	
Telephone	1,592		1,495	
Postage, stationery and computer	6,137		4,989	
Fundraising fees	1,300		2,250	
ICT support	2,746		2,731	
Admin travel expenses	16		800	
Training and recruitment	2,225		3,080	
Company pension contributions	2,521		2,699	
Insurance	4,447		4,393	
Subscriptions	205		978	
Accountancy and independent examination	4,400		4,750	
Sundries	1,800		2,348	
	<u>121,193</u>	<u>0</u>	<u>129,963</u>	<u>0</u>

Support costs include governance costs of £16,079 (2020: £16,422)

Governance costs include independent examiner's fees of £1,150 (2020: £1,150)

	2020/2021	2019/2020
	number	number
6. Employee information		
The average number of full-time equivalent employees during the year was as follows:		
Project related personnel	5.5	5.7
Support staff	2.7	2.7
	£	£
Staff costs for the above persons were:		
Wages and salaries	210,453	215,596
Social security costs	12,717	13,196
Pension costs	7,652	8,139
	<u>230,822</u>	<u>236,931</u>

No employee earned more than £60,000 per annum (2020-none)

The charity operates a defined contribution pension scheme. The contributions to the scheme are allocated between production and support costs according to the staff involved.

Theatre Alibi
Annual Accounts
Year ended 31 March 2021
Notes to the accounts

7. Tangible fixed assets

	Leasehold improvements	Production equipment	Office equipment	Motor vehicles	Total
Cost	£	£	£	£	£
At 1 April 2020	75,585	35,150	11,553	50,725	173,013
Additions					0
Disposals					0
At 31 March 2021	75,585	35,150	11,553	50,725	173,013
Depreciation					
At 1 April 2020	52,329	35,150	11,553	27,748	126,780
Charge for the year	5,814			8,109	13,923
Eliminated on disposals					0
At 31 March 2021	58,143	35,150	11,553	35,857	140,703
Net book amounts					
At 31 March 2021	17,442	0	0	14,868	32,310
At 31 March 2020	23,256	0	0	22,977	46,233

8. Debtors

	2021	2020
	£	£
Trade debtors	3,102	3,151
Other debtors	29,118	25,198
Prepayments and accrued interest	6,565	3,222
	38,785	31,571

9. Creditors - amounts falling due within one year

	2021	2020
	£	£
Trade creditors	8,790	2,366
Tax and social security	2,950	2,876
Accrued pension contributions	886	757
Accruals	4,869	6,530
Other creditors	19,068	18,877
	36,563	31,406

10. Movements in funds

	At 1 April 2020	Incoming resources	Outgoing resources	Transfers	At 31 March 2021
	£	£	£	£	£
Restricted Fund	0				0
Designated Funds					
Employee Commitment Fund	45,260				45,260
Building Contingency Fund	43,269		-5,814		37,455
Development Fund	20,000				20,000
Capital Equipment Fund	45,000				45,000
Unrestricted General Fund	75,787	364,945	-352,241		88,491
	229,316	364,945	-358,055	0	236,206

Theatre Alibi
Annual Accounts
Year ended 31 March 2021
Notes to the accounts

11. Restricted fund - Grants for fixed assets

Grants for fixed assets are credited to this fund and depreciation on the fixed assets financed with this funding is charged to the fund.

12. Designated funds

Employee Commitment Fund

This fund represents reserves set aside to meet unforeseen costs associated with employment, for example sickness, maternity and redundancy.

Building Contingency Fund

This fund was set up to provide for costs associated with the occupation of premises. The major part of this fund is represented by the cost less depreciation of leasehold improvements to Emmanuel Hall. There are also liquid funds of £20,013 available for future expenditure.

Development Fund

This fund is to provide means for the company to respond to opportunities not included in annual budgets

Capital Equipment Fund

A fund to provide for the replacement of capital equipment

13. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted fund			0
Unrestricted funds:			
Employee Commitment Fund		45,260	45,260
Building Contingency Fund	17,442	20,013	37,455
Development Fund		20,000	20,000
Capital Equipment Fund	14,868	30,132	45,000
General reserve		88,491	88,491
	32,310	203,896	236,206

14. Commitments under operating leases

At 31 March 2021 the company had annual commitments of £15,000 (2020: £15,000) under non-cancellable operating leases expiring after more than 5 years in respect of land and buildings.

15. Contingent asset

The company is entitled to make claims for Theatre Tax Credit under the Theatre Tax Relief legislation. Claims are outstanding for the years ended 31 March 2020 and 31 March 2021. These claims are expected to yield about £10,000 for each year and are dependent on negotiation with HMRC.

16. Related Party Transactions

J Ison, who is a Trustee, is a consultant to the firm Bray Accountants which provided accountancy services to the value of £3,300 during the year, as authorised under clause 4.4.3 of the Articles of Association.

During the year, payment of expenses to Trustees for attending meetings amounted to £nil (2020: £156)

There have been no other related party transactions.

