



## Trustees' Annual Report for the period

	Period start date				Period end date		
	1	April	2023		31	March	2024
<b>From</b>				<b>To</b>			

### Section A

### Reference and administration details

Charity name Wakefield Little Theatre

Other names charity is known by

Registered charity number (if any) 512988

Charity's principal address Holdsworth Hall

New Road

Middlestown

Postcode

WF4 4NS

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Grace	Chair		
2	Sue Rowley	Secretary		
3	Malcolm Trigg	Treasurer		
4	Sheila Priest			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by other trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The management of the Group is vested in an executive committee consisting of a Chairperson, a Secretary, a Treasurer and 7 more other members.

The executive committee handles the day to day running of the charity.

The executive committee is approved at the AGM. The executive committee members come up for re-election every two years at the AGM.

The chair, treasurer and secretary roles are elected annually at the AGM.

All trustees and members volunteer their time. There are no paid members or trustees.

The charity adheres to its policies including its child protection policy

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The active promotion and advancement of the dramatic arts for (mainly) adults of all ages and abilities in the Wakefield and surrounding areas.

Provide the opportunity for members of all ages and abilities to perform on stage, direct a production, see their own play performed, costumes, prop and set building, front of house and technical aspects of theatre.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In deciding upon our activities, we fully adhere to the charities objectives.

We provide a platform for people new to theatre work or who have experience, to work side-by-side.

We undertake most roles of the theatre such as directing, production, acting, making costumes, set/props design, stage management, backstage and front of house.

We also provide a way for new scripts to be performed.

All our productions are subject to open auditions and to differing abilities.

We produce three productions a year which are open for the public to come and watch.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We are run by volunteers, and we are very grateful for the many hours of work that the volunteers put in in-order to produce theatre productions to an exceptionally high standard.

The day-to-day running and governance of the charity is down to an executive committee who dedicate their time freely to ensure that the charity adheres to its standards and commitments as well as to the charity commissions regulations.

Without people volunteering we couldn't continue to operate at such a high standard.

**Summary of the main achievements of the charity during the year**Autumn

We put on a production of the well-known television program "The Vicar of Dibley" at the Theatre Royal Theatre Wakefield. It was very well received, and we had good audience numbers for the 5 performances.

A profit of £7,100 was made after accounting for all production costs.

Winter

We didn't do a Christmas production this year due to the requirements for the spring production of Kes (see below).

Spring

In March we put on a production of Kes in Barnsley. There were roles for young and old.

It proved to be a wonderful platform for a number of young people to perform on the stage for the first time. The leading actor being played by a young man who was new to the stage.

A very demanding set was required and many costumes for the many actors involved. The production was completely sold out for the 4-night run.

A profit of £4,680 was made after accounting for all production costs.

Summer

We attended a local street fayre to raise fund for the charity. We had a tombola stall for the two days.

A total of £372 was raised for our funds.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Cash in the bank as of 31<sup>st</sup> March 2024 was £16,723 in unrestricted funds. The charity has its own property which creates a risk, so we keep £10K as a provision for the upkeep of the property.

### Details of any funds materially in deficit

Not applicable

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main funding is from profits made by the theatre productions. The monies made is re-invested in future productions.

## Section F

## Other optional information

Next year we will see us returning to our three-theatre production model with a Christmas, spring and autumn production.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

*Malcolm Trigg*

Full name(s)

Malcolm Trigg

Position (eg Secretary, Chair, etc)

Treasurer

Date

24/1/25





Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
Wakefield Little Theatre

On accounts for the year  
ended

31<sup>st</sup> March 2024

Charity no  
(if any) 512988

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signed:

Date:

22-1-25

Name:

JOHN GRAHAM OLGROYD

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

Address:

OLGROYD MAINTENANCE SERVICES LTD

OLGROYD HOUSE, PROSPECT RD

OSSETT, WFS BA6

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

None to report



Charity Name	No (if any)
Wakefield Little Theatre	512988

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/04/2023		31/03/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
RENT	5,836	-	-	5,836	-
MEMBERSHIP	405	-	-	405	-
INCOME FROM PRODUCTIONS	33,371	-	-	33,371	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>39,612</b>	<b>-</b>	<b>-</b>	<b>39,612</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>39,612</b>	<b>-</b>	<b>-</b>	<b>39,612</b>	<b>-</b>
<b>A3 Payments</b>					
KAY-COTTAGE	5,933	-	-	5,933	-
PREMISES	3,353	-	-	3,353	-
MORTGAGE	3,834	-	-	3,834	-
UTILITY BILLS	511	-	-	511	-
PRODUCTION EXPENSES	21,597	-	-	21,597	-
OTHER	528	-	-	528	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>35,756</b>	<b>-</b>	<b>-</b>	<b>35,756</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>35,756</b>	<b>-</b>	<b>-</b>	<b>35,756</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>3,856</b>	<b>-</b>	<b>-</b>	<b>3,856</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,868	-	-	12,868	-
Cash funds this year end	16,724	-	-	16,724	-



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash in hand	973	-	-
	Bank balance	15,751	-	-
		-	-	-
	<b>Total cash funds</b>	<b>16,724</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

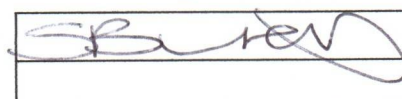
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	HOLDSWORTH HALL	Unrestricted	-	180,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	S ROWLEY	23.1.25