



# Trustees' Annual Report for the period

Period start date				Period end date			
From	1 <sup>st</sup>	June	2023	To	31	May	2024

## Section A Reference and administration details

Charity name

Altrincham Little Theatre

Other names charity is known by

Registered charity number (if any) 517914

Charity's principal address

Altrincham Little Theatre

17 Oxford Road

Altrincham

Postcode

WA14 2ED

### 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	Ian Bowden	Chairman	Full Year	Formal Trustee & Committee Member
2	Steve Smith	Vice Chairman	Full Year	Formal Trustee & Committee Member
3	Mike Russell	Play Selection	Full Year	Formal Trustee & Committee Member
4	Alan Reidsma	Stage Director	Full Year	Formal Trustee & Committee Member
5	Meg Cooper	Hon Secretary	Full Year	Committee Member
6	Don Hines		Full Year	Committee Member
7	Christine Heath	Actors Representative	Full Year	Committee Member
8	Jan Taylor		Full Year	Committee Member
9	Ivy McBride		Full Year	Committee Member
10	Polina Sparks		Full Year	Committee Member

### 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)

Trustee Oversight, Annual Elected Committee and AGM for members to vote/comment

Trustee selection methods  
(eg. appointed by, elected by)

Elected by Committee and held until death or under exceptional circumstances then an EGM can vote to remove a Trustee.

### 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.

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## Section C Objectives and activities

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

The object of the Society is to educate the public in the dramatic and operatic arts to further the development of public appreciation and taste in the said arts (to assist and further such charitable institutions and charitable purposes as the committee shall from time to time determine); and in furtherance of this object but not further or otherwise the Society through its management committee shall have the following powers..!

(a) to promote plays, drama, comedies, operas, operettas and other dramatic and operatic works of educative value.

(b) to purchase, acquire and obtain interests in the copyright of or the right to perform or show any such dramatic or operatic works.

**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)**

(c) to purchase or otherwise acquire plant, machinery, furniture, fixtures, fittings, scenery and all other necessary effects.

(d) to raise funds and invite and receive contributions from any person or persons by way of subscriptions, donations and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds.

(e) to do all such other things as shall further the objects of the Society!

The production of 5 plays per year within the premises to members and non-members alike.

Discounted ticket prices for those who purchase a year's worth of tickets in advance (becoming members in the process). The membership option is priced competitively and discounts tickets to circa 3/5ths the 'on the door price'. Group discounts for 10 or more tickets are also available.

The provision of the premises for hire for outside organisations, be they theatrical groups, educational facilities (schools or other drama groups) or provision of the premises for hire for entertainment activities such as Cinema (Film Society and World Cinema Groups).

University links exist to the Manchester Universities through the World Cinema group where student involvement and showing of student films is part of the annual event.

Open university groups also utilise the premises periodically.

Competitive Rates for room hire are given for all organisations such as theatrical groups, school groups or cinema groups – certainly compared to other facilities within the local and wider area.

The committee oversees the Investment of funds to upgrading and improving facilities where practical and feasible subject to reasonable costings. Significant movement has occurred and is ongoing to both building and stage lighting converting to LED use to reduce overall running costs.

Further building upgrades have been undertaken in relation to replacing aged timber windows on the front façade of the building. Ongoing other improvements and repairs are undertaken as necessary such as relining the drains and tackling pest control elements which may need further proofing of the building in due course.

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

We do not make available grants to other organisations

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

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

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The society is still working to improve attendances for all in house plays and is looking to pursue more active publicity according to opportunities arising.

Attendance is slowly increasing however and the high standard of performance has been noted by reviewers and audiences alike. This reputational standard appears to be attracting a wider and more age varied range of attendees.

The number of memberships is relatively static and income from that is circa £10k per annum although the 300 club income has increased slightly by a nominal amount.

Ticket sales have increased to circa £15k over the season despite the static memberships levels, indicating more non-members are attending than previously which is encouraging.

Costs have been up this year compared to previous years but that is down to a significant number of typical repairs and renewals – namely the replacement of old timber windows and the relining of the drains. We are therefore running a slight deficit compared to previous years – circa £8k spent on major repairs.

Other income streams were noted as being from the Room Hire elements – bringing in just shy of £8.8k - whilst being a stressor for the volunteers in terms of time, resource and availability they do represent a significant portion of income for funding repairs and improvements to the theatre itself.

The season was noted as being challenging to cast fully for the various plays including the timing of the first play with people being on summer holidays and the previously selected director stepping down before the rehearsals began. A lot of additional work was required at short notice to progress this element however collectively those involved in that area managed to secure a director, play and cast at late notice.

## Section E

## Financial review

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

The financial situation is relatively static compared to previous years – a slight deficit this year and a donation based surplus the previous year. Reserved funds of circa £34k are in place for major emergency building repairs and the recent repairs have not impacted or caused concerns that the restricted fund will be impacted at all. Funding for those repairs has come from the general funding.

Careful management of funds is undertaken at all times, significant costs for projects or ideas need to be run past the committee for the cost/benefit review. Where agreed by the committee then funds will be made available albeit with a watching eye on the totals – which have remained relatively stable over the last few years.

### Details of any funds materially in deficit

### 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.

The main sources of income for the theatre remain as Membership Income – circa £10k, Ticket Sales – circa £15k, Room Hire – Circa £8.8k and Bar Profit of circa £6k.

All non- day to day funds are kept in a high interest account which with interest rates brings in just over £1k in interest alone.

Significant monies spent by the theatre after being agreed by members of the committee are for the furtherance and improvement of the building and the facilities we offer. Repairs to the building take priority however infrastructure improvements and technical improvements feature frequently to advance the standard of what the theatre can offer to members and non-members alike and also reducing the workload on the various volunteers wheresoever possible. .

## Section F

## Other optional information

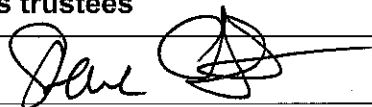
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Steve Smith

Position (eg Secretary, Chair, etc)

Vice Chairman

Date

30 June 2025

# Altrincham Little Theatre

## Profit and Loss Report

01 June, 2023 - 31 May, 2024

### Sales

4000 - Miscellaneous Sales	189.20	
4001 - Program Advert Sales	370.00	
4006 - Memberships Income	10,086.20	
4007 - 300 Club Income	2,290.00	
4008 - Bar Sales	11,914.89	
4009 - Coffee Sales	748.30	
4011 - Raffles Sales	1,695.10	
4015 - Wardrobe Sales	445.00	
4017 - Room Hire Sales	8,755.00	
4018 - Donations Income	1,078.79	
4020 - Furniture Hire Sales	70.00	
4023 - Programmes Sales	655.00	
4024 - Tickets Sales	15,762.00	
4900 - Miscellaneous Income	1,251.78	
		.....
	<b>Total Sales</b>	<b>£55,311.26</b>

### Direct Expenses

5001 - Miscellaneous G M D F Expenditure	51.00
5002 - Miscellaneous C T G Expenditure	30.00
5003 - Miscellaneous L T G Expenditure	70.00
5007 - 300 Club Expenditure	1,305.00
5008 - Bar Purchases	6,027.90
5009 - Coffee Purchases	162.46
5010 - Cleaning Supplies Purchases	94.50

5011 - Raffles Purchases	774.79	
5012 - Postage Expenditure	623.00	
5013 - Productions Expenditure	6,963.44	
5017 - Room Hire Purchases	-65.00	
5018 - Donations Expenditure	366.00	
5019 - Stationery Purchases	305.78	
5022 - Miscellaneous Purchases	554.86	
5024 - Services General Expenditure	704.58	
5025 - Services Gas Expenditure	1,781.69	
5026 - Services Electricity Expenditure	4,236.75	
5027 - Services Water Expenditure	1,376.73	
5028 - Services Rates Expenditure	62.37	
5029 - Services Bin Waste Management Expenditure	1,172.57	
5030 - Services Copier Maintenance Expenditure	489.31	
5031 - Services Copier Rental Expenditure	1,504.29	
5032 - Services Phone & Internet Expenditure	1,580.14	
5033 - Services Insurance Expenditure	7,475.66	
5034 - Services Licences Expenditure	508.29	
5035 - Membership Act UK Expenditure	155.00	
5036 - Sage Accounts Expenditure	562.92	
5037 - Services - Cleaning	1,160.24	
5040 - Publicity Expenditure	1,325.00	
5042 - Credit Card Machine Rental	1,386.67	
5043 - Franking Machine Rental	214.84	
5044 - Rentokil Treatment	1,272.92	
5046 - Fire Alarm & Emergency Lighting Service	1,092.26	
5047 - Toilet Rolls	43.48	
5048 - Publicity Expenditure	420.00	
<b>Total Direct Expenses</b>		<b>£45,789.44</b>



	<b>GROSS PROFIT / LOSS</b>	<b>£9,521.82</b>
<b>Overheads</b>		
7800 - Repairs and Renewals	7,695.93	
7900 - Bank Interest Paid	152.58	
8000 - Depreciation	6,767.95	
9998 - Suspense Account	2.00	
	<b>Total Overheads</b>	<b>£14,618.46</b>
	<b>NET PROFIT / LOSS</b>	<b>-£5,096.64</b>

# Altrincham Little Theatre

## Balance Sheet Report

To: 31 May, 2024

### ASSETS

#### Fixed Assets

0010 - Buildings & Fixtures	138,033.71	
0011 - General Properties	7,244.00	
0012 - Lighting Equipment	2,251.62	
0013 - Sound Equipment	3,885.61	
0014 - Bar Equipment	1,066.85	
0015 - Fixtures & Refurbishments	6,654.00	
0016 - Defibrillator at Cost	514.00	
0017 - Boiler Replacement	5,758.21	
	<b>Total Fixed Assets</b>	<b>£165,408.00</b>

#### Current Assets

1004 - Stock - Bar	1,348.00	
1005 - Stock - Prints and History Books	198.00	
1006 - Stock - Stationery	50.00	
1007 - Stock - coffee	42.00	
1008 - Stock - Raffle Prizes	45.00	
1103 - Prepayments	2,096.00	
1104 - Misc Floats held in bar	210.00	
1200 - Bank Current Account	3,866.00	
1210 - Bank Deposit Account	61,363.48	
1221 - Vicki Lane Fund Investment NOT INTEREST	1,727.04	
1230 - Petty Cash	1,684.73	
	<b>Total Current Assets</b>	<b>£72,630.25</b>

		<b>TOTAL ASSETS</b>	<b>£238,038.25</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
2100 - Creditors Control Account		377.37	
2109 - Accruals		-35.37	
		<b>Total Current Liabilities</b>	<b>£342.00</b>
<b>Future Liabilities</b>			
		<b>Total Future Liabilities</b>	<b>£0.00</b>
		<b>TOTAL LIABILITIES</b>	<b>£342.00</b>
		<b>TOTAL NET ASSETS</b>	<b>£237,696.25</b>
<b>EQUITY</b>			
3101 - Restricted Fund		32,354.11	
3102 - Ben Fursland Restricted Fund Income		78.13	
3103 - Vicki Lane Restricted Fund Income		1,264.74	
3104 - Defibrillator Fund		835.34	
Net Profit / Loss		203,163.93	
3200 - Profit and Loss Account		206,298.49	
Net Profit / Loss (prior year(s))		1,962.08	
Net Profit / Loss (current year)		-5,096.64	
		<b>TOTAL EQUITY</b>	<b>£237,696.25</b>

# Independent examination checklist

## Altrincham Little Theatre

### 1st June 2023 - 31st May 2024

#### **Independent examiner's report to the trustees**

I report to the trustees on my examination of the accounts of Altrincham Little Theatre (the Trust) for the year ended 31st May 2024.

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

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;

or

2. the accounts do not accord with those records.

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.

Signed: *K P Garrattley*

Name: Karen Garrattley

ICB Member PM.Dip

Address: 16 Mayfield Avenue, Stretford, Manchester, M32 9HL

Date:

Email: [karen.garrattley@gmail.com](mailto:karen.garrattley@gmail.com)

Date: 27/06/2025