

**CHESTER MYSTERY PLAYS LIMITED**

**REPORT OF THE TRUSTEES  
AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

**Registered Company No: 2050251**

**Registered Charity No: 518768**

# CHESTER MYSTERY PLAYS LIMITED

## COMPANY INFORMATION

### REFERENCE AND ADMINISTRATIVE DETAILS

**Registered Company number**  
2050251 (England and Wales)

**Registered Charity number**  
518768

**Registered office**  
3d London Road  
Liverpool  
England  
L3 8HR

**Trustees**  
A Clarkson  
G Eyres  
N J Fry  
V E Hargen  
J Jackson  
S H Parrington  
J R Phillips  
C N Potts  
F H Roochove  
I T Sanderson  
E Stringfellow

**Bankers**  
CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**CHESTER MYSTERY PLAYS LIMITED**  
**Report of the Trustees**  
**for the year ended 31<sup>ST</sup> December 2021**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31<sup>ST</sup> December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The company was formally established as a company limited by guarantee and registered charity in 1986.

**Induction and training of new trustees**

Appointment of trustees can be for various reasons. The original trustees were elected from various groups to provide a fair representation to all. Additional trustees have been appointed for their specific knowledge or expertise following an interview. All new trustees are provided with a comprehensive set of induction materials.

**Organisational structure**

The trustees govern the affairs of the Charity. The Charity's patron is the Marquess of Cholmondeley, KCVO.

The trustees, who are also directors, are listed on page one.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**Reserves Policy**

The board of trustees has agreed to hold a reserve amounting to no more than 20% of anticipated turnover during the year of the main production except where monies are held for specific purposes. This is to support cashflow, particularly during the 12 months prior to the scheduled production.

**OBJECTIVES AND ACTIVITIES**

To safeguard, promote and produce the Chester Mystery Plays and to ensure their continued production and relevance to today's audience.

The Company's principal objective is, therefore, to produce the Chester Mystery Plays every five years working with theatre professionals and members of the community to provide high quality productions for local, regional, national and international audiences.

In shaping our objectives for the year, and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. The Charity relies on grants and the income from ticket sales to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the plays for those on low incomes.

**CHESTER MYSTERY PLAYS LIMITED**  
**Report of the Trustees**  
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Chester's original 24 Mystery Play texts form the most complete Cycle of Mystery Plays in existence. Written in the early 14th century by the monastic scholars of the Abbey of St Werburgh (now Chester Cathedral), they were produced regularly by local Guilds until the 17th century. They were then revived in 1951 and have been produced (at least) every five years since. The Chester Mystery Plays bring alive an extraordinary medieval heritage engaging community participation, local audiences and visitors in a revival of the tradition established by our medieval forefathers. The last main production, the 15th in the modern era, was in 2018 and preparations have commenced for the next main production to be held in June/July 2023. Planning to date has included agreeing a venue (Chester Cathedral) and dates, making preliminary funding applications, reviewing education activity and confirming key production appointments.

**FINANCIAL REVIEW**

At the end of 2021 reserves were **£99,854**. The company is well placed as it enters the next cycle with the main production planned for 2023.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Chester Mystery Plays Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable 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 Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable 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 charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**ON BEHALF OF THE BOARD:**

IT Sanderson – Chairman

**CHESTER MYSTERY PLAYS LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

**INCOMING RESOURCES**

	Notes	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
Voluntary income	2	29,210	5,000
Education project		-	-
Investment Income		186	280
Merchandise		25	182
Ticket sales		-	-
Programme sales		-	-
Advertising		-	-
Sundry income		-	-
Friends income		<u>2,595</u>	<u>1,530</u>
Total Incoming Resources		<u>32,016</u>	<u>6,992</u>

**RESOURCES EXPENDED**

**Charitable activities**

Festival expenditure	9,064	7,500
Education project (Passion)	-	2,000
Publicity and Advertising	1,080	720
Programmes	-	-
Governance costs	<u>131</u>	<u>90</u>
	<u>10,275</u>	<u>10,310</u>

**NET (EXPENDITURE)/INCOME  
FOR YEAR**

	21,741	(3,318)
Total funds brought forward	<u>78,153</u>	<u>81,501</u>
Total funds carried forward	<u>99,854</u>	<u>78,153</u>

**CHESTER MYSTERY PLAYS LIMITED**  
**(Registered number 2050251)**  
**BALANCE SHEET AS AT 31<sup>ST</sup> DECEMBER 2021**

	Notes	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>CURRENT ASSETS</b>			
Debtors	4	-	-
Cash at Bank		<u>99,854</u>	<u>78,153</u>
		99,854	78,153
<b>CREDITORS</b>			
Amounts falling due within one year	5	<u>-</u>	<u>-</u>
<b>NET ASSETS</b>		<u>99,854</u>	<u>78,153</u>
Represented by:			
Reserves		<u>99,854</u>	<u>78,153</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31<sup>ST</sup> December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31<sup>ST</sup> December 2021 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on **29 November 2022** and were signed on its behalf by:

.....  
IT Sanderson – Director

.....  
G Eyres – Director

**CHESTER MYSTERY PLAYS LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effect April 2008), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. VOLUNTARY INCOME**

**Donations received including the following:**

	<b>2021</b>	<b>2020</b>
CWAC	5,000	5,000
CWAC (Covid-19)	4,300	-
ACE/HLF contribution to writer	-	-
Ursula Keyes Trust	-	-
Couch	-	-
Jeremy and Christine Ross	-	-
Chester Freeman Guilds	-	-
Peter Spiers	-	-
Earl of Chester	10,000	-
Urenco	-	-
Gwen Appleton Trust	<u>4,910</u>	<u>-</u>
	<u>29,210</u>	<u>5,000</u>

**CHESTER MYSTERY PLAYS LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2021**

**3. TRUSTEES REMUNERATION AND BENEFITS**

There were no Trustees remuneration or other benefits for the year ended 31<sup>st</sup> December 2021 nor for the year ended 31<sup>st</sup> December 2020.

No trustee expenses were paid during the year (2021: £NIL).

**4. DEBTORS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Prepayments	<u>-</u>	<u>-</u>

**5. CREDITORS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Accruals	<u>-</u>	<u>-</u>