

Company registration number: 02325776

Charity registration number: 800638

# **The Society of British Theatre Designers Limited**

(A company limited by guarantee)

**Annual Report and Financial Statements**

**for the Year Ended 31 December 2021**

**Robert Hugh Limited  
15, Dan-y-Bryn Avenue  
Radyr  
Cardiff  
CF15 8DD**

# **The Society of British Theatre Designers Limited**

## **Contents**

<b>Reference and Administrative Details</b>	<b>1</b>
<b>Trustees' Report</b>	<b>2 to 9</b>
<b>Statement of Trustees' Responsibilities</b>	<b>10</b>
<b>Independent Examiner's Report</b>	<b>11</b>
<b>Statement of Financial Activities</b>	<b>12 to 13</b>
<b>Balance Sheet</b>	<b>14</b>
<b>Notes to the Financial Statements</b>	<b>15 to 26</b>

# **The Society of British Theatre Designers Limited**

## **Reference and Administrative Details**

### **Trustees**

Dr G A Crawley

Mr S Crowley

Mrs N Shaw

Ms K Burnett

Mr D Farley

### **President, chair, secretary, treasurer and book-keeper**

Mr R Hudson, President

Ms F Watt, Chair - resigned 6/11/21

Mrs N Shaw, Co-Secretary/Co-Treasurer

Mr S Crowley, Co-Secretary/Co-Treasurer - resigned 6/11/21

Mr D Farley, Co-Secretary/Co-Treasurer

Mr M Ball (Creative Juice), Book-keeper

### **Principal Office**

Department of Design for Performance  
Royal Welsh College of Music and Drama  
Castle Grounds  
Cardiff  
CF10 3ER

The charity is incorporated in England and Wales:

**Company Registration Number** 02325776

**Charity Registration Number** 800638

### **Independent Examiner**

Robert Hugh Limited  
15, Dan-y-Bryn Avenue  
Radyr  
Cardiff  
CF15 8DD

# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2021.

This report is the twenty-sixth since the Society activated its charitable status, the thirty-second of the charitable company and the forty-sixth since the Society's inception. It covers the period 1 January to 31 December 2021.

Since the Society qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Objectives and Activities**

#### **Policies and Objectives**

The Society of British Theatre Designers Limited is registered as a charity, being a non-profit distributing Company limited by Guarantee of its Members. It is governed by its Memorandum and Articles of Association.

The objects for which the Company is registered are to advance education by the encouragement and promotion of the Art of Theatre Design in the British Isles and Commonwealth and elsewhere by British designers and designers working in the British theatre.

#### **Activities for Achieving Objectives**

The objectives of the charity are achieved particularly by the provision of education information and advice relating to theatre design, the exhibition of designs and theatrical material, research into the origination, design and use of theatrical equipment, facilities and methods and the publication of literary material and illustrations derived there from. (Article 3a Memorandum of Association, 1988)

#### **Main Activities undertaken to further the Charity's Purposes for the Public Benefit**

The directors have had due regard to The Charity Commission guidance on public benefit and are content that the charity's activities provide a public benefit.

#### **Achievements and Performance 1 January - 31 December 2021**

##### **Review of Activities**

##### **Administration**

**Subscriptions:** Subscriptions for 2021 were held at £78 for Professionals; £48 for Graduate memberships (Graduate category of membership is applicable for 3 years after graduation). Both these categories of membership include Public Liability Insurance Cover. Subscriptions are £25 for Student, Retired and UK Associates; and held at £35 for International Associates; £200 for Organisations (up to 3 affiliated named members).

**Database and Membership:** The Society manages its membership and database in-house allowing for direct communication and financial efficiency in these areas. Membership reached a peak of 459 individual memberships in April 2021. Organisational memberships numbered 7 at 31 December 2021.

# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

**Administration:** The day-to-day administration and other projects were managed by the Hon. Secretary (re-named Chair), Fiona Watt up to 6th November 2021 (when she stood down at the AGM) and the Chair (of the Trustees), Sean Crowley who stood down on 6th November 2021 after which all the directors jointly managed the society with David Farley and Nicky Shaw taking on much of the previous Chair's responsibilities. They worked in liaison with Administrator Cat Silver, up to 31 October 2021, then with new administrator Kirsten Farley from 1 November 2021 (with a hand over period of 2 weeks 1 to 12 November 2021).

The registered address of the SBTd continues to be The Royal Welsh College of Music and Drama, Cardiff which continues to provide generous support in the form of space, postage and stationery.

**Financial Management:** Nicky Shaw and Sean Crowley continued acting as Hon. Treasurers and Company Secretaries until 6 November 2021 when David Farley replaced Sean Crowley, with additional support from Administrator, Cat Silver up to 31 October 2021, then with new administrator Kirsten Farley from 1 November 2021 (with a hand over period of 2 weeks 1 to 12 November 2021) and independent bookkeeper Martin Ball of Creative Juice Ltd.

### **Society Activities**

**Annual General Meeting:** The Society's AGM took place on 6th November 2021 both in person at Founders' Hall, 2 Radnor Walk, London, SW3 4BN and simultaneously via Zoom.

Sean Crowley is standing down as a Director/Trustee.

Sean Crowley is standing for re-election as a Director/Trustee and was voted in.

David Farley is standing for election as a Director/Trustee and was voted in.

Elections were held for Directors who were appointed:

### **Meetings with Equity, BECTU and AAPLE:**

#### **Industry Liaison Meetings:**

**AAPLE:** The Alliance of Associations and Professionals in Theatre & Live Events - (started in June 2020 as a response to the Covid-19 pandemic and its effect on the creative industries), continued in 2021 (moving from weekly meetings to bi-weekly meetings), sharing information with other professional associations; ALPD, ASD, Stage Managers Association, Costume In Theatre Association, Production Managers Forum and a number of relevant campaigning groups and organisations such as Scenechange, Stage Sight and Parents and Carers in the Performing Arts (PIPA).

Attended in various combinations representing SBTd were; Nicky Shaw, Katie Scott, Louie Whitmore, Emma Tompkins and David Farley.

**ARTS COUNCIL ENGLAND:** SBTd had direct and regular contact with Hannah Bentley, ACE on behalf of designers with continued discussion on the potential impact of COVID variation settlements being proposed by UK Theatre and SOLT, and to relay concerns regarding designers who 'fall through the cracks' in qualifying for funding and/or benefit support during lockdown.

**CREATIVE INDUSTRIES FEDERATION:** SBTd continued its links.

**EQUITY:** Committee Member Louie Whitmore joined the Equity Directors and Designers Committee (D+D) in August 2021, sharing information directly with SBTd.

# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

Open meetings attended and run as part of Louie's role on the D+D Committee: September 2021 and November 2021.

Official D+D Committee: August 2021 and November 2021

Louie was also Special Representatives Committee attendee: September 2021

### **Exhibition Programme:**

**Staging Places: UK Design for Performance**

**Staging Places at National Centre Craft and Design (NCCD), Sleaford:**

The 10 January 2021 finishing date was extended (due to Covid-19) to 31 January 2021.

Curator and designer Fiona Watt attended a number of online and in person meetings. Storage rental and insurance cover were appropriately extended.

The Staging Places core curatorial team (Fiona Watt, Andreas Skourtis, Paul Burgess and Eva Auster) with E-stage de-rigged the exhibition supported by a small locally based crew.

**SBTD Education Working Group and Performance Design Education Collective: Graduate Futures – Flex, Flux and Fly:** 3 zoom discussions with young designers; Nadia Malek published a blog report on Flex, Flux and Fly at the beginning of 2021.

Photographer Alex Bremmer was commissioned to document the exhibition and a roundtable event before the exhibition closed.

### **Events Programme:**

Fewer events were held in 2021 due to the ongoing difficulties in the industry due to Covid-19.

**Equity Designers Network launch:** 15 June 2021, attended by David Farley and Louie Whitmore.

**I:OPERA:** is a collective of individual opera makers working to EFFECT POSITIVE CHANGE within the opera industry. **First open session:** 23 February 2021, attended by Nicky Shaw.

**PLASA ABTT Show:** 5 September 2021 - SBTD had a presence in the AAPTLE lounge attended by David Farley, Liz Wright, Louie Whitmore and Dana Pinto. Selling SBTD catalogues & engaging with industry colleagues and SBTD members in person.

**Slack training for SBTD Committee Members:** 7 April 2021 - held by Owen Thomas, SMA and attended by (amongst others) Nicky Shaw and David Farley.

### **SBTD Talks 2021**

**Why is Costume Important?:** 11 May 2021 7 - 8.30 pm - A panel discussion, co-hosted by Rosie Whiting from SBTD and Catherine Kodichuk co-chair of CITEA; was a celebration of Costume Design as a discipline in its own right. Discussing the importance of Costume in live performance and questioning why the roles of Costume and Set Designer are rarely hired separately. Panellists included: Natalie Pryce, Igor, Nadia Malik

**Designer's Drinks(after the AGM):** 6th November 2021

**Designers Picnic in the Park:** 19 September 2021, organised by Rosie Whiting

# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

**Christmas social & Designers drinks:** 15 December 2021, hosted by Rosie Whiting & Lauren Connolly.

**SBTD Virtual Graduate Talks: Via Zoom. Session 1: Freelance Finances:** 12 October 2021, hosted by David Farley, Libby Todd and Alex Dyer from Theataccounts Ltd. (industry accountants). Attended by new graduate members of SBTD.

### **SBTD Mentoring Working Group:**

**Designers Mentoring Network:** Created by Christianna Mason, supported by Nicky Shaw and Mentoring Working Group.

**Scheme dates:** 22 October 2020 - January 20 2021, with feedback forms completed by 12 February 2021

### **Number of applicants, mentors and mentees.**

88 Mentee Applicants for 37 Mentee places (6 of which were bursary places)

24 Mentors (52 participants in total - some mentors were also mentees).

The Designers Mentorship Network connects UK-based set and costume designers in the live performance industries through a flexible three month mentoring programme. Accessible at any career stage, our support structure builds community and improves communication between the generations. The mentoring covers both artistic and professional development for freelance practitioners, creating access to industry networks. We are also improving representation and access in the industry by prioritising designers from under-represented backgrounds and people who face barriers in the industry.

### **Members Training:**

**Members ProCreate training:** 12 December 2021, in association with the North West Design Allotment (Free to SBTD members and a small charge for non-members).

Workshop was led by Designer Illustrator Lu Herbert and hosted by Katie Scott.

A festive themed workshop to learn more about iPad use for costume drawing and illustration

**Members VectorWorks training:** 29 April 2021, with Tom White & Kesoon Chance - 1 hour

David Farley continued the relationship formed with Vectorworks UK in 2020 when he negotiated a series of live online training sessions to be available to members, including recordings which are hosted on the website.

**Vectorworks user session:** 20 July 2021, An introduction to Twinmotion given by Jonathan Reeves and Lighting a 3D model with Tom White; hosted by David Farley.

Online training sessions to be available to members, including recordings: hosted on the website - 1 hour 30 mins

Vectorworks UK continue to offer members discounts on their software.



# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

### **SBTD Working Group Activities:**

**SBTD Sustainability Working Group:** Meetings for SBTD members and allies held on-line approximately once a month, normally with a guest speaker. The email group is 67 people, including allies. The subgroups and the Organisers group are SBTD members only.

#### **Organisers group:**

Paul Burgess 'co-ordinator' (also Carbon Literacy Training subgroup); Jess Curtis; Ruth Stringer (costume subgroup); Alison Neighbour (leads the Carbon Literacy Training subgroup); Hamish Muir (materials subgroup); Simon Daw (materials subgroup) and Andrea Carr (Carbon Literacy Training subgroup).

Also active: Sarah Booth (leads on Costume subgroup); Will Reynolds (also Carbon Literacy Training subgroup); Blue Bradfield (Materials subgroup); Stella Cecil; Hannah Harding; Nadia Malik (Costume subgroup) and Will Hargreaves (connecting the working group to PDEC)

**SBTD Mentoring Group:** Regular meetings held on-line throughout the year with a fluctuating schedule depending on activity.

Main meetings are SBTD members. The email group is 20 people.

Active members of the core organising group: Nicky Shaw and Christianna Mason (founder of the SBTD Designers Mentoring Network)

Also active: Dana Pinto; Louie Whitemore; Lauren Connolly; Emily Bestow.

### **Graduate Exhibitions:**

Due to Covid 19 (as far as we are aware), no in-person graduate shows were held in 2021.

SBTD ran a Social Media campaign celebrating and showcasing students final degree show work.

#### **SBTD ran a Social Media campaign: What do designers do all day?**

Posting via Instagram - featured time lapse videos of designers at work model making and drawing both digitally and in person.

### **Other Activities:**

**Website:** The Society's website – [www.theatredesign.org.uk](http://www.theatredesign.org.uk) – is the public-facing platform for the Society, providing information on education and training, galleries of members' work and profiling key areas of activity such as exhibitions and catalogues.

David Farley continued updating and amending the website to enhance members experience and provided a 'How to video' on ways members can update their profiles.

**Blog Publications:** There were 13 published in 2021. Hosted on the website and promoted via social media (Facebook, Instagram and Twitter), edited by Emma Tompkins, David Farley and Elizabeth Wright.

**Staging Places Website:** Made as part of the Staging Places exhibition and continues as a digital record.



# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

**Blue Pages:** Blue Pages is the Society's journal, publishing articles by artists, curators and designers as well as reviews of exhibitions and publications. No publications were created in 2021. An archive of back-issues are hosted on the website in the members area.

**SBTD News:** An e-mail newsletter, delivered periodically through the year via Mailchimp to Members. Commencing with a greeting, a monthly description of the society's activities, up-coming events to look out for from both within the society and also the wider theatre community and a place to celebrate members achievements.

This is part of the core offer to Members. Compiled and laid-out by Elizabeth Wright.

**Social Media:** The Society's open Facebook group continues to act as a forum for questions, recommendations, resource-sharing, promoting SBTD events and sharing articles of interest with over 3500 members. A closed Facebook group, set up as a Members' Forum, now acts as a more focused think tank for sharing and engaging with more detailed advocacy activity around contracts, fees and proposed changes to the UK Theatre and SOLT collective agreements.

**Twitter and Instagram:** Social media output has been delivered by the Communications (Comms) team; specifically David Farley and Emma Tompkins.

Twitter, Instagram and Facebook continue to be useful ways to engage with members who are active on these platforms and also with non-members, informing them of what SBTD is doing.

**Slack:** Continues to aid communication between the Committee.

**SkillsScene:** Through its continued involvement with SkillScene the Society contributes (alongside other industry bodies such as ABTT, ALPD, UK Theatre, SMA, BECTU and PLASA) to the ongoing debate about standards and provision of training and education in technical theatre. Ian Teague represents the Society at SkillsScene meetings, although his presence was limited in 2020 due to ill health.

### **Student Ambassador Programme:**

After the launch in 2020, there was only limited activity in 2021. Organisations are able to nominate two students per institution to be a part of the scheme with each Student Ambassador being offered Student Membership of SBTD for a year. Primarily focused towards 2nd year students.

### **International Links:**

**OISTAT:** International Organisation of Scenographers, Theatre Architects and Technicians.

SBTD is one of two OISTAT centers for the UK, the other being the ABTT (Association of British Theatre Technicians).

Roles representing the UK in OISTAT were filled by SBTD Committee Members: Sean Crowley continued in his role as member of the OISTAT Executive Committee to 20 October 2021; Fiona Watt as UK Performance Design Commissioner, Co-Chair of the Space Design Sub Commission and member of the Governing Board to 20 October 2021; Greer Crawley as Publication and Communication Commission UK Representative to 20 October 2021; Peter Ruthven Hall as Architecture Commission UK Representative to 20 October 2021; Kate Burnett continues as Chair of the Research Commission.

Due to Covid19 there were several OISTAT meetings on-line, rather than venue based.

# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

### **Financial Review**

#### **Going Concern**

After making appropriate enquiries, the Trustee-Directors have a reasonable expectation that the Society has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

#### **Principal Risks and Uncertainties**

The Trustee-Directors continue to discuss new ways to ensure risk is managed successfully.

#### **Reserves Policy**

The directors aim to hold a £5,000 cash reserve to manage the monthly overheads of the charity and also to cover the substantial annual cost of our various insurance policies.

Ultimately, they want to keep surplus funds to a minimum in order to maximise the charitable activities carried out for the benefit of the members and deliverance of the charity's objectives.

### **Structure, Governance and Management**

#### **Constitution**

The Society is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association in 1988.

The Society is constituted under a Memorandum of Association dated 1988 and is a registered charity number 800638.

#### **Method of Appointment or Election of Directors**

The Trustee-Directors of the Company form the Council of Management that is responsible for the overall direction of affairs of the Company and decides all matters of policy. There are currently five Directors elected by and from the membership, with power to co-opt. One third of the Directors must retire each year, but each is eligible for re-election. There is no limit to their period of office. The following Directors were in office at 31 December 2021: Kate Burnett, Greer Crawley, Sean Crowley, David Farley and Nicky Shaw.

In addition, at the beginning of 2021 the following were serving on the Management Committee:

David Farley and Nicky Shaw (Co-Company Secretaries and Co-Hon Treasurers);

# **The Society of British Theatre Designers Limited**

## **Trustees' Report**

Sean Crowley (Chair until 11 November 2021), member of OISTAT Executive Committee to 20 October 2021; Cat Silver (Part-time Administrator from January to 31 October 2021 (with 10 days handover 1 - 12 November 2021); Kirsten Farley (Part-time Administrator from November 1 to 31 December 2021 (with 10 days handover 1 - 12 November 2021); Patti Amat and Rosie Whiting (Administration Support); Elizabeth Wright (Editor, SBTB News); Kate Burnett (publication sales coordinator, Chair of the OISTAT Research Commission); Emma Tompkins, David Farley, Elizabeth Wright, Katie Scott, Ica Niemz, and Katie Host (Communications Team) including with Max Dorey up to 3 May 2021; Max Dorey (Student, Graduate and Early Career Designers Representative) up to 3 May 2021 and Libby Todd from 3 May 2021; Christianna Mason (Mentoring Group Co-lead, Designers' Mentoring Network Lead); Nicky Shaw (Mentoring Group Co-lead); Ian Teague (SkillsScene); Paul Burgess (Sustainability Group Lead); Greer Crawley (Editor Blue Pages); David Farley (Website support) and with Simon Daw up to October 2021; Louie Whitmore (Equity Director and Designers Committee representative) from August 2021; plus Nadia Malik, Dana Pinto, Lucy Thornett, Kathrine Sandys and Andreas Skourtis.

### **Policies adopted for the Induction and Training of Directors**

New directors would be appointed in line with the Memorandum – whereby a simple majority vote can appoint a new director. At all times there must be between 3 and 30 directors.

Upon election, new directors would be provided with a copy of the Society's Memorandum and Articles of Association and additionally a copy of CC3 – The Essential Trustee to provide a background to the duties and responsibilities of being a charity trustee.

### **Organisational Structure and Decision Making**

The Society is led by the Trustee-Directors who are responsible for all decision making.

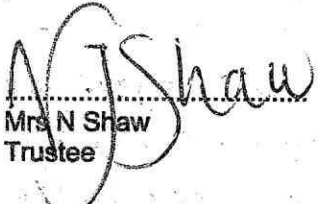
### **Future Developments**

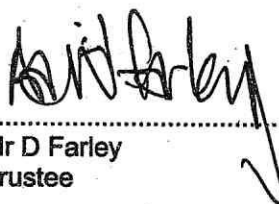
SBTD will continue to discuss what the best structural strategies and role descriptions should be.

SBTD will continue developing the Society's website.

SBTD will continue to work closely with Equity, BECTU, Association for Lighting Production and Design (ALPD), Stage Directors UK (SDUK) and AAPTLE, to inform industrial negotiations with UK Theatre, SOLT and ITC whilst lobbying and campaigning, via bodies such as the Creative Industries Federation and ACE, to make meaningful contributions to professional working conditions and standards and with PDEC (Performance Design Education Collective, formerly ACTD) on relationships and initiatives between professional practice and higher education.

The annual report was approved by the trustees of the charity on 22 September 2022 and signed on its behalf by:

  
Mrs N Shaw  
Trustee

  
Mr D Farley  
Trustee



## **The Society of British Theatre Designers Limited**

### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of The Society of British Theatre Designers Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

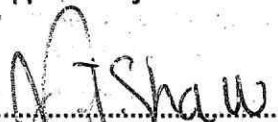
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

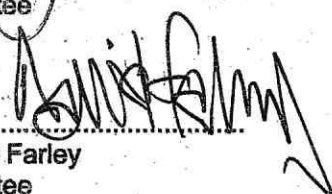
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 22 September 2022 and signed on its behalf by:

  
.....  
Mrs N Shaw  
Trustee

  
.....  
Mr D Farley  
Trustee

## **The Society of British Theatre Designers Limited**

### **Independent Examiner's Report to the trustees of The Society of British Theatre Designers Limited**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 12 to 26.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees of The Society of British Theatre Designers Limited (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').

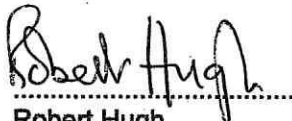
Having satisfied myself that the accounts of The Society of British Theatre Designers Limited are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of 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**

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 Society of British Theatre Designers Limited 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.



Robert Hugh  
Robert Hugh Limited

15, Dan-y-Bryn Avenue  
Radyr  
Cardiff  
CF15 8DD

25 September 2022

# The Society of British Theatre Designers Limited

## Statement of Financial Activities for the Year Ended 31 December 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies		142	-	142
Charitable activities	3	26,555	-	26,555
Other trading activities	4	1,433	-	1,433
Investment income	5	1	-	1
Total income		<u>28,131</u>	<u>-</u>	<u>28,131</u>
<b>Expenditure on:</b>				
Raising funds	6	(138)	-	(138)
Charitable activities	7	<u>(23,798)</u>	<u>(1,350)</u>	<u>(25,148)</u>
Total expenditure		<u>(23,936)</u>	<u>(1,350)</u>	<u>(25,286)</u>
Net income/(expenditure)		<u>4,195</u>	<u>(1,350)</u>	<u>2,845</u>
Net movement in funds		4,195	(1,350)	2,845
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,605</u>	<u>2,500</u>	<u>4,105</u>
Total funds carried forward	14	<u>5,800</u>	<u>1,150</u>	<u>6,950</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies		32	-	32
Charitable activities	3	19,711	2,500	22,211
Other trading activities	4	3,511	11,956	15,467
Investment income	5	7	-	7
Total income		<u>23,261</u>	<u>14,456</u>	<u>37,717</u>
<b>Expenditure on:</b>				
Raising funds	6	(230)	-	(230)
Charitable activities	7	<u>(35,104)</u>	<u>(16,601)</u>	<u>(51,705)</u>
Total expenditure		<u>(35,334)</u>	<u>(16,601)</u>	<u>(51,935)</u>
Net expenditure		<u>(12,073)</u>	<u>(2,145)</u>	<u>(14,218)</u>
Net movement in funds		(12,073)	(2,145)	(14,218)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>13,678</u>	<u>4,645</u>	<u>18,323</u>

The notes on pages 15 to 26 form an integral part of these financial statements.

**The Society of British Theatre Designers Limited**

**Statement of Financial Activities for the Year Ended 31 December 2021  
(Including Income and Expenditure Account and Statement of Total  
Recognised Gains and Losses)**

	<b>Note</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2020 £</b>
Total funds carried forward	14	<u>1,605</u>	<u>2,500</u>	<u>4,105</u>

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 15 to 26 form an integral part of these financial statements.



# The Society of British Theatre Designers Limited

(Registration number: 02325776)  
Balance Sheet as at 31 December 2021

	Note	2021 £	2020 £
<b>Current assets</b>			
Debtors	11	620	806
Cash at bank and in hand	12	21,829	16,686
		22,449	17,492
<b>Creditors: Amounts falling due within one year</b>	13	(15,499)	(13,387)
<b>Net assets</b>		6,950	4,105
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	14	1,150	2,500
<b>Unrestricted income funds</b>			
Unrestricted funds		5,800	1,605
<b>Total funds</b>	14	6,950	4,105

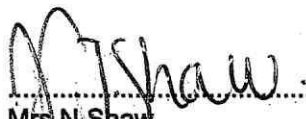
For the financial year ending 31 December 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

## Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 12 to 26 were approved by the trustees, and authorised for issue on 22 September 2022 and signed on their behalf by:

  
Mrs N Shaw  
Trustee

  
Mr D Farley  
Trustee

The notes on pages 15 to 26 form an integral part of these financial statements.

# **The Society of British Theatre Designers Limited**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **1 Charity status**

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:  
Department of Design for Performance  
Royal Welsh College of Music and Drama  
Castle Grounds  
Cardiff  
CF10 3ER

These financial statements were authorised for issue by the trustees on 22 September 2022.

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

The Society of British Theatre Designers Limited 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 in the relevant accounting policy notes.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

# **The Society of British Theatre Designers Limited**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **Income and endowments**

All income is recognised on a receivable basis once the Society has entitlement to the income, there is certainty of receipt and the amount can be measured with sufficient reliability.

### **Donations and legacies**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

### **Deferred income**

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The payer specifies that the amount paid must only be used in future accounting periods; or
- The payer has imposed conditions which must be met before the charity has unconditional entitlement.

### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

### **Raising funds**

These are costs incurred in attracting income and those incurred in trading activities that raise funds.

### **Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including examination, strategic management and trustees's meetings and reimbursed expenses.



## **The Society of British Theatre Designers Limited**

### **Notes to the Financial Statements for the Year Ended 31 December 2021**

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those that are for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### **Financial Instruments**

##### **Classification**

The Society only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

# **The Society of British Theatre Designers Limited**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **3 Income from charitable activities**

	<b>Unrestricted funds General £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Membership subscriptions	26,555	26,555	19,711
Educational Workshop grant	-	-	2,500
	<u>26,555</u>	<u>26,555</u>	<u>22,211</u>
	<b>Unrestricted funds General £</b>	<b>Total 2021 £</b>	
Membership subscriptions	26,555	26,555	
	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total 2020 £</b>
Membership subscriptions	19,711	-	19,711
Educational Workshop grant	-	2,500	2,500
	<u>19,711</u>	<u>2,500</u>	<u>22,211</u>

### **4 Income from other trading activities**

	<b>Unrestricted funds General £</b>	<b>Total 2021 £</b>
Trading income;		
Sales of catalogues	349	349
Gallery fees	966	966
Other income from other trading activities	118	118
	<u>1,433</u>	<u>1,433</u>

# **The Society of British Theatre Designers Limited**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total 2020 £</b>
Trading income;			
Sales of catalogues	2,094	-	2,094
Gallery fees	-	11,956	11,956
Events income;			
Conferences and similar events	989	-	989
Other income from other trading activities	428	-	428
	<u>3,511</u>	<u>11,956</u>	<u>15,467</u>

### **5 Investment income**

	<b>Unrestricted funds General £</b>	<b>Total 2021 £</b>
Interest receivable and similar income;		
Interest receivable on bank deposits	1	1
	<u>1</u>	<u>1</u>
	<b>Unrestricted funds General £</b>	<b>Total 2020 £</b>
Interest receivable and similar income;		
Interest receivable on bank deposits	7	7
	<u>7</u>	<u>7</u>

# **The Society of British Theatre Designers Limited**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **6 Expenditure on raising funds**

#### **a) Costs of trading activities**

	<b>Note</b>	<b>Unrestricted funds General £</b>	<b>Total 2021 £</b>
Costs of goods sold		138	138
		<u>138</u>	<u>138</u>
	<b>Note</b>	<b>Unrestricted funds General £</b>	<b>Total 2020 £</b>
Costs of goods sold		230	230
		<u>230</u>	<u>230</u>
Costs of trading activities		<u>138</u>	<u>138</u>
Costs of trading activities		<u>230</u>	<u>230</u>



# The Society of British Theatre Designers Limited

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Gallery and exhibition project costs	2,581	1,350	3,931
Membership services	3,640	-	3,640
Support costs	16,562	-	16,562
	<u>22,783</u>	<u>1,350</u>	<u>24,133</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Gallery and exhibition project costs	6,523	16,601	23,124
Membership services	3,905	-	3,905
Support costs	23,926	-	23,926
	<u>34,354</u>	<u>16,601</u>	<u>50,955</u>
	Activity undertaken directly £	Activity support costs £	2021 £
Gallery and exhibition project costs	3,931	-	3,931
Membership services	3,640	-	3,640
Support costs	-	16,562	16,562
	<u>7,571</u>	<u>16,562</u>	<u>24,133</u>
	Activity undertaken directly £	Activity support costs £	2020 £
Gallery and exhibition project costs	23,124	-	23,124
Membership services	3,905	-	3,905
Support costs	-	23,926	23,926
	<u>27,029</u>	<u>23,926</u>	<u>50,955</u>

In addition to the expenditure analysed above, there are also governance costs of £1,015 (2020 - £750) which relate directly to charitable activities. See note 8 for further details.

# The Society of British Theatre Designers Limited

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 8 Analysis of governance and support costs

#### Charitable activities expenditure

		Unrestricted funds	Total
	Basis of allocation	General £	2021 £
Administration salary and fees	A	8,500	8,500
Committee expenses	A	450	450
Trade subscriptions	A	623	623
Website	A	870	870
Computer software and maintenance costs	A	839	839
Sundry expenses	A	645	645
Professional fees	A	1,000	1,000
Book-keeping and accountancy fees	A	3,635	3,635
Governance	A	1,015	1,015
		<u>17,577</u>	<u>17,577</u>

		Unrestricted funds	Total
	Basis of allocation	General £	2020 £
Administration salary and fees	A	9,100	9,100
Administration expenses	A	1,854	1,854
Committee expenses	A	116	116
Printing, marketing and distribution	A	744	744
Trade subscriptions	A	634	634
Website	A	7,065	7,065
Computer software and maintenance costs	A	650	650
Sundry expenses	A	560	560
Professional fees	A	375	375
Book-keeping and accountancy fees	A	2,828	2,828
Governance	A	750	750
		<u>24,676</u>	<u>24,676</u>

#### Support costs allocated to charitable activities

	Basis of allocation	Governance costs £	Staff costs £	Administration costs £	Total 2021 £
Art of theatre design	A	<u>1,015</u>	<u>8,500</u>	<u>8,062</u>	<u>17,577</u>

# The Society of British Theatre Designers Limited

## Notes to the Financial Statements for the Year Ended 31 December 2021

	Basis of allocation	Governance costs £	Staff costs £	Administration costs £	Total 2020 £
Art of theatre design	A	<u>750</u>	<u>9,100</u>	<u>14,826</u>	<u>24,676</u>

### Basis of allocation

Reference	Method of allocation
A	Direct attribution

### Governance costs

	Unrestricted funds General £	Total 2021 £
Allocated support costs	<u>1,015</u>	<u>1,015</u>
	<u>1,015</u>	<u>1,015</u>
	Unrestricted funds General £	Total 2020 £
Allocated support costs	<u>750</u>	<u>750</u>
	<u>750</u>	<u>750</u>

## **The Society of British Theatre Designers Limited**

### **Notes to the Financial Statements for the Year Ended 31 December 2021**

#### **9 Trustees remuneration and expenses**

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### **10 Taxation**

The charity is a registered charity and is therefore exempt from taxation.

#### **11 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	154	9
Prepayments	466	797
	<u>620</u>	<u>806</u>

#### **12 Cash and cash equivalents**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Cash at bank	<u>21,829</u>	<u>16,686</u>

#### **13 Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,570	327
Accruals	3,113	3,648
Deferred income	10,816	9,412
	<u>15,499</u>	<u>13,387</u>

# The Society of British Theatre Designers Limited

## Notes to the Financial Statements for the Year Ended 31 December 2021

### 14 Funds

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
<b>Unrestricted</b>				
<i>General</i>				
General	1,605	28,131	(23,936)	5,800
<b>Restricted</b>				
Educational Workshop	<u>2,500</u>	<u>-</u>	<u>(1,350)</u>	<u>1,150</u>
<b>Total funds</b>	<u>4,105</u>	<u>28,131</u>	<u>(25,286)</u>	<u>6,950</u>
	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Balance at 31 December 2020 £
<b>Unrestricted funds</b>				
<i>General</i>				
General	13,678	23,261	(35,334)	1,605
<b>Restricted</b>				
Exhibition	4,645	11,956	(16,601)	-
Educational Workshop	<u>-</u>	<u>2,500</u>	<u>-</u>	<u>2,500</u>
<b>Total restricted funds</b>	<u>4,645</u>	<u>14,456</u>	<u>(16,601)</u>	<u>2,500</u>
<b>Total funds</b>	<u>18,323</u>	<u>37,717</u>	<u>(51,935)</u>	<u>4,105</u>

### 15 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2021 £
Current assets	21,299	1,150	22,449
Current liabilities	<u>(15,499)</u>	<u>-</u>	<u>(15,499)</u>
<b>Total net assets</b>	<u>5,800</u>	<u>1,150</u>	<u>6,950</u>

# The Society of British Theatre Designers Limited

## Notes to the Financial Statements for the Year Ended 31 December 2021

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2020 £
Current assets	14,992	2,500	17,492
Current liabilities	<u>(13,387)</u>	<u>-</u>	<u>(13,387)</u>
Total net assets	<u>1,605</u>	<u>2,500</u>	<u>4,105</u>

### 16 Analysis of net funds

	At 1 January 2021 £	Financing cash flows £	At 31 December 2021 £
Cash at bank and in hand	<u>16,686</u>	<u>5,143</u>	<u>21,829</u>
Net debt	<u>16,686</u>	<u>5,143</u>	<u>21,829</u>

	At 1 January 2020 £	Financing cash flows £	At 31 December 2020 £
Cash at bank and in hand	<u>22,976</u>	<u>(6,290)</u>	<u>16,686</u>
Net debt	<u>22,976</u>	<u>(6,290)</u>	<u>16,686</u>