

Elgin Musical Theatre
Statement of Financial Position 2024

Assets and Balances		
	2024	2023
Current Assets		
Current Account	54,939.07	44,933.74
Represented By:		
Bank Balance at 1 st May 2023	44,933.74	26,375.98
Profit for the Year (2024)	5,018.04	18,557.76
Uncashed Cheques (Town Hall Rent)	4,987.29	-
	<u>54,939.07</u>	<u>44,933.74</u>

**Elgin Musical Theatre
Income & Expenditure Report 2024**

Income	2024	2023	Expenditure	2024	2023
Membership Subs	1,810.14	2,670.00	Admin	780.49	525.97
Patron Fees	426.00	540.00	Store Rent	843.83	1,159.17
Ticket Sales	37,460.48	37,084.90	Hall Rent	10,985.90	2,653.75
Programme Advertisement	-	55.00	Additional Hall Rent	655.00	1,026.00
Show Income	39,696.62	40,349.90	Admin Costs	13,265.22	5,364.89
Fundraising Income	645.60	701.70	Fundraising Expenses	175.87	689.23
Xmas Fayre	326.00	1,771.95	Show Week Expenses	1,575.90	1,142.40
Show Week (Raffles, Programme, Ice cream etc...)	2,380.30	4,012.36	Programmes	225.00	345.00
Fundraising Income	3,351.90	6,486.01	Fundraising Costs	1,976.77	2,176.63
Donations		860.00	Director Fee	600.00	500.00
After Show Party		256.92	Musical Director Fee	600.00	500.00
Royalties Refund	971.97	-	Choreographer Fee	600.00	250.00
Prop Donation	200.00	-	Orchestra	2,430.00	1,930.14
Sale of Older Set	75.00	-	Costumes	830.83	448.81
Misc Website Refund	35.88	-	Scenery	1,488.97	501.38
Misc Income	1,282.85	1,116.92	Props	104.92	57.88
			Sound & Lighting	8,000.00	8,000.00
			Production Costs	14,654.72	12,188.21

			Show Licenses	7,519.97	7,235.14
			Set/Costume Collection	118.01	123.00
			Advertising	209.91	320.51
			Noda Awards	502.59	731.75
			After Show Party	-	356.60
			Sundry Stationery	46.10	192.79
			Donations	-	605.60
			Honorary Gifts	-	99.95
			Dream Event Lights	200.00	
			New Speaker Purchased	488.00	
			New Keyboard Software	332.04	
				9,416.62	9,665.34
<u>Total Income</u>	<u>44,331.37</u>	<u>47,952.83</u>	<u>Total Expenditure</u>	<u>39,313.33</u>	<u>29,395.07</u>
<u>Profit</u>	<u>5,018.04</u>	<u>18,557.76</u>			

List of Trustees

- Janice Anderson
- Daisy Wiles
- Shannon Miller
- Susan Gillespie
- Audrey McWilliam
- Claire Anderson
- Callum McLeod
- Zoe Hershaw
- Brodie Young
- Natalie Munro

Trustees Annual Report

1. Name of the Society.

The name of the organisation is Elgin Musical Theatre, hereinafter referred to as.

2. Objectives

The Society exists to pursue the following objectives:

- (a) Advance the Arts: To advance public appreciation and education in the musical, operatic, and dramatic arts within Elgin and the wider Moray area through high-quality public performances.
- (b) Develop Skills: To provide accessible opportunities for individuals aged 16 and over to discover, learn, and develop creative talents in both onstage performance and backstage technical disciplines.
- (c) Promote Wellbeing: To foster a supportive, inclusive environment that enhances positive mental health, builds self-esteem, and inspires personal confidence through shared creative activities.
- (d) Engage Community: To bring people together and strengthen civic pride by creating a vibrant, multi-generational social hub that celebrates local talent and builds lasting friendships.
- (e) Support Local Culture: To collaborate with local groups and venues to enrich the cultural infrastructure of Moray and support charitable initiatives through creative fundraising events.

3. Management

- (a) The Society will have two officers: a Secretary and a Treasurer, who will be elected by members at the Annual General Meeting (AGM). These officers will serve for one year and may stand for re-election.
- (b) The Society will be managed by a Committee consisting of the aforementioned officers, alongside at least nine elected members. At the first Committee meeting after the AGM, a Chair and Vice-Chair shall be appointed.
- (c) General Meetings, AGMs and EGMs will normally be chaired by the Chair Person, Vice-Chair or an alternative Committee member chosen by the Chair.
- (d) Committee meetings shall occur whenever needed, as agreed by the Committee members, at a time and location suitable to the members. At least seven members must be present in order to make decisions.
- (e) Where possible, each year one third of the elected Committee members will step down in rotation. Committee members can hold a position for a maximum of three years, at which point they must step down. They may be reappointed after a one year break from the Committee. If a Committee position becomes vacant, the Committee may appoint someone to fill the role.
- (f) The Committee is responsible for organising rehearsals and performances, managing the Society's finances and assets, fundraising, member's welfare, promotion of the Society and community engagement.
- (g) All Society property and assets belong to the Society and are held in trust by the Committee.

(h) Alongside the Committee, a Producer and Musical Director shall be appointed, alongside any other roles that the Committee agree upon. These individuals may be asked to attend Committee meetings when needed.

(i) For productions, the Society may appoint a Casting and Audition Panel. In such circumstances, the panel must include one non-auditioning Committee member where possible.

(j) The Committee may choose to set up sub-committees to deal with specific tasks, e.g. fundraising. The Committee members may ask any Society member to join these sub-committees, and participation is encouraged.

4. Membership

(a) Membership is open to all individuals over the age of 16 and they must comply with the Society's constitution and Code of Conduct. Members include many on-stage and off-stage roles, production team members, stage crew, front of house, fundraising team and more.

(b) Members are required to pay a Membership Fee, which will be agreed by the Committee, and reviewed annually. Any individual wishing to audition must pay the assigned membership fee by the deadline provided by the Committee. The Committee reserves the right to adjust the fees for any non-performing members, or due to extenuating circumstances, on a case-by-case basis.

(c) Members are expected to attend rehearsals, performances and Society events regularly. If a member cannot attend due to illness or any other reason, they must inform a member of the Committee or Production team in a timely manner. The Committee and/or Production Team may set a minimum rehearsal attendance requirement for performers.

(d) Non-performing members may be asked to attend rehearsals if required

5. Finances

(a) The Society may accept donations, grants and financial support. All money and property belonging to the Society must only be used to support its aims. No member may receive profits, dividends or professional fees from the Society funds (excluding payment for services rendered).

(b) Any payments for invoices must be approved by the Treasurer or the Committee.

(c) If the Society closes, any remaining money or assets will be given to a charity or organisation with similar aims, as determined by the Committee via vote.

6. General Meetings

(a) Where possible, members will receive at least 14 days notice of the AGM.

(b) The AGM will include:

- The Committee Report
- Approval of the audited accounts
- Appointment of auditors
- Election of the Committee members, including Secretary and Treasurer
- Any other business listed on the agenda

(c) The financial year ends on 30 April. The AGM must normally be held within ten weeks of this date. In exceptional circumstances, these dates may be changed by the Committee if two thirds of the members agree.

(d) An Extraordinary General Meeting (EGM) must be called by the Secretary if

- At least ten members of the Society submit a written request stating the motion that they wish to discuss.
- The Committee agrees that an EGM is necessary and in the best interest for the Society.

Members must receive at least 4 days notice of an EGM.

7. Changes to the Constitution

- (a) Any proposed changes to this Constitution must appear on the AGM/ EGM agenda. If the proposal does not come from the Committee, it must be sent in writing to the Secretary within 14 days of the Annual Production.
- (b) Any change to the Constitution must be approved by at least two thirds of the members who are present for voting.
- (c) The Committee may refuse any change that may affect the Society's charitable status.

8. Matters Not Covered

For any other matters which are not covered by this Constitution, these shall be discussed and addressed by the Committee members by way of voting.

This current year the society has performed 'Footloose' the Musical in Elgin Town Hall, with a great response from the local community.

External Scrutiny

Northgate Accounting Services Ltd have audited the charity's accounts for the financial year and, following their review, have deemed the financial information presented to be a true and fair reflection of the charity's financial position and activities during the period.



Signed
Leigh Scott
Managing Director at Northgate Accounting

Date: 25/08/2026

