

CHAIRPERSON'S REPORT TO AGM OF PHOENIX THEATRE COMPANY 12TH MARCH 2025

The last AGM was held on 23.01.24 at which time the following people were elected as Trustees-

████████████████████ were co-opted as Temporary Treasurer and In-house Drama Advisor respectively.

The first meeting of this new board was held on 6.02.24 at which the office bearers were elected. ██████████ as Chairperson, ██████████ as Secretary and ██████████ as Treasurer.

It was felt that owing to the volume of work needing to be tackled, the board should hold weekly meetings for the foreseeable future.

Our first task was to arrange the electrical rewiring of the building and installation of heating.

We received several quotations from local companies and decided to go with ██████████. This necessitated the clearing of the workshop and the shed beforehand. This allowed a good reorganisation with a lot of materials being stored in a container at Engebretsen's for a short while during which time the works were carried out, and a lot of stuff thrown out. Thanks to all those who came along on March 6th to help with this.

We were able to get the services of ██████████ at this time who laid insulation in the roof space, repaired a small hole in roof, r/o the hot water tank and the sink from the small kitchen area thus allowing more storage space.

He also donated and fitted a water heater to the toilet and fitted laminate flooring which had been donated by ██████████

████████████████████ then painted the walls.

Also, during this period, Lily's group of ██████████ took first place in the heat of the One Act Play festival in Plockton. Many congratulations to them.

Dee and Todag undertook a clear out and reorganisation of all of the costumes which took some considerable time and effort so grateful thanks to them for that.

Without going into too much detail, the board had, during these months, to deal with an unfortunate incident relating to one of our members and had to take legal advice on the matter. It was felt that despite our being under the umbrella of the SCDA and so all their relevant policies were available to be shared with ourselves, we decided to develop policies specific to Phoenix Theatre Company.

We developed a Code of Conduct and adopted policies on:

- Equal Opportunities
- Anti-bullying
- Child Protection
- Alcohol and drugs
- Complaints
- Mental Health
- Record Retention

In some minds this may seem as over the top but please be aware that this was done to protect the company and to protect all of the members in the future.

We have also developed a social media presence with Catriona facilitating our posts on Facebook to try to maintain a consistent online presence.

We also have a website which is currently undergoing some redevelopment
As of may 20th Website is up and running. www.weephoenixtheatre.org.uk

██████████ have been successful in securing funding for us from various enterprises which have allowed us to

1. Insulate the roofspace
2. Repair of the surrounding wall.
3. Make plans for the upgrading of the entrance way to the studio.

That work should begin at the end of March, not only improving the surface but the installation of a handrail on the approach to the door to assist access for all.

£400 received from the Gordon and Ena Baxter Foundation.

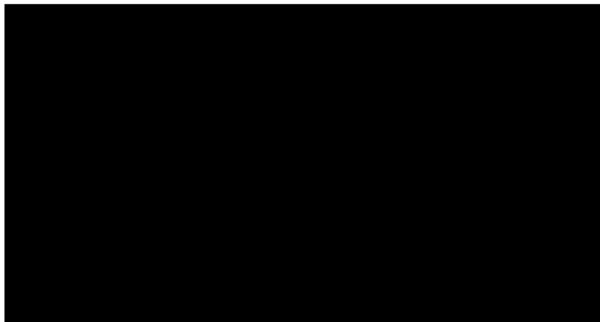
The Youth section performed in An Lanntair in March and we shall hear more of that in a separate report.

Rehearsals for the Panto began in September although ██████████ had begun working on it a lot earlier. We had a panto debrief on 17th December and although the show was a great success with almost full houses at each performance, I think there are still a few things we can learn and take forward for the future.

I have tried to give an overall view of the activities of the board of trustees over the last year and if anyone wants any more detail of the actual meetings then all minutes are available in a folder in the studio.

They will also be available on the website.

Thank you to everyone for their assistance in all our endeavours this year.



Phoenix Theatre

SC052133



Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	31	10	2023		30	10	24

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	706				706	648
Legacies					-	1,947
Grants		6,900			6,900	
Receipts from fundraising activities	200				200	250
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	12,627				12,627	1,521
					-	
A1 Sub total	13,533	6,900	-	-	20,433	4,366
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	13,533	6,900	-	-	20,433	4,366
A3 Payments						
Expenses for fundraising activities	365				365	454
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	15,150	400			15,550	110
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	358
					-	
A3 Sub total	15,515	400	-	-	15,915	922
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	15,515	400	-	-	15,915	922
Net receipts / (payments)	(1,982)	6,500	-	-	4,518	3,444
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(1,982)	6,500	-	-	4,518	3,444

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	3,444				3,444	
	Surplus / (deficit) shown on receipts and payments account	(1,982)	6,500			4,518	3,444
						-	
						-	
	Cash and bank balances at end of year	1,462	6,500	-	-	7,962	3,444
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

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

Signature*

Print Name

Date of
approval

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Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
S Morrison for assistance with professional panto	500				500	525
local groups/individuals	206				206	123
					-	
					-	
Total	706	-	-	-	706	648
	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £		Total current period to nearest £	Total last period to nearest £
G&E Baxter foundation for Insulation	400			400	
SY Trust external works		2,500		2,500	
CnES external works		4,000		4,000	
				-	
Total	400	6,500		6,900	-
	reference	reference		-	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
	12,627				12,627	
					-	
					-	
					-	
					-	
					-	
					-	
Total	12,627	-	-	-	12,627	1,771
	-	-	-	-	-	reference error

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
	15,150	400			15,550	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	15,150	400	-	-	15,550	922
	-	-	-	-	-	reference error

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	706				706	
Legacies					-	
Grants	400				400	
Receipts from fundraising activities	200				200	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	12,627				12,627	
Sub total	13,933	-	-	-	13,933	4,366
cross ref error						
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	13,933	-	-	-	13,933	4,366
cross ref error						
Payments						
Expenses for fundraising activities	365				365	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	15,550				15,550	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	15,915	-	-	-	15,915	922
cross ref error						
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	15,915	-	-	-	15,915	922
cross ref error						
Net receipts / (payments)	(1,982)	-	-	-	(1,982)	3,444
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(1,982)	-	-	-	(1,982)	3,444

Nature and purpose of funds

Funds are to be used as per constitution to further drama in the community

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Additional analysis (3)**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	New Street Eternal Works					
Receipts						
Donations					-	
Legacies					-	
Grants	6,900				6,900	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	6,900	-	-	-	6,900	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	6,900	-	-	-	6,900	-
Payments						
Expenses for fundraising activities	400				400	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
Sub total	400	-	-	-	400	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	400	-	-	-	400	-
Net receipts / (payments)	6,500	-	-	-	6,500	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	6,500	-	-	-	6,500	-

Nature and purpose of funds

The fund consists of grants awarded for external renovations for New Street Workshop