

acta Community Theatre Ltd

**Report of the trustees
for the year ended 31st March 2015**

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ended 31st March 2015.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

Reference & Administrative Information

Charity name: acta Community Theatre Ltd

Charity number: 800174

Company registration number: 2157661

Registered office:-

acta centre
Gladstone Street
Bedminster
Bristol
BS3 3AY

Council of Management:-

Graeme Riley Chair
Colin Clothier Treasurer
Alice Hunt
Stef Brammar
Rita Rich
Stephen Fenton
Suad Abdullahi
Russ Davidson

Senior management team:-

Neil Beddow, Artistic Director
Helen Tomlin, Executive Director

Auditors:-

Dick Maule FCA, 10 - 12 Picton Street, Bristol BS6 5QA

Bankers:-

CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Public Benefit

All of our work exists for the benefit of the public. acta engages people without privilege, who are not connected to the cultural life of Bristol – isolated older people; migrants, refugees and asylum seekers; vulnerable young people; disabled people; people living outside the City Centre.

We create new theatre across the City of Bristol – intergenerational and intercultural – with diverse communities, with all ages.

We believe that theatre belongs to everyone, and everyone has a story to tell. acta creates a place where everyone's story matters, where individual opinions and experiences count, and are valued by others. We enable communities to share their stories, and engage audiences who rarely attend theatre.

Our projects create positive change in individuals, raising aspirations and improving skills, confidence, self-worth & employability; we enable people to work together, make theatre and have fun.

acta enables people to see theatre in a different way, specifically targeting non theatre-goers from the least engaged sections of the community, as well as introducing quality community theatre to existing theatre audiences. We make theatre which connects to these audiences, theatre which is relevant to, and reflective of their culture and life experiences.

This connection is only achievable with a devising practice that allows the natural voice of participants to resonate through every performance. Participants use their own experiences and imaginations, their own words to connect with audiences and to create remarkable theatre.

By enabling diverse groups across Bristol to create new & original shows, acta raises the profile of community theatre, involving more people in making and appreciating the arts, creating the next generation of artists, facilitators and audiences.

The Company has delivered six different projects and programmes of work this year, which included delivery of 595 participatory workshops and the creation and performance of 19 original new shows; with 46 performances to audiences totalling over 3,000 (over 75% of whom are not regular theatre-goers).

We continuously review our aims & objectives to ensure that our activities are developed in accordance with our stated charitable purposes. We have referred to the Charity Commission's general guidance on public benefit to review our aims & objectives and in planning our future activities; (*see below for aims & objectives*).

Review of activities

The Company has developed a host of new intercultural and intergenerational project initiatives this year, as part of the Arts & Communities programme, supported jointly by the Department for Communities & Local Government (DCLG) and Arts Council England (ACE). In addition, another full year of local participatory arts opportunities for the Get Together programme, supported by Big Reaching Communities. Both programmes have enabled the Company to focus on some key initiatives in Redcliffe, including the *Stories* community play at the end of the year.

The highlight for the summer term was the Bristol tour of *Gas Girls*, acta's WWI centenary show that premiered in March 14. Also in the summer, the Company received news of ACE support to extend and refurbish the acta centre, and secured National Portfolio Organisation status for the 15 – 18 period. Plans were progressed for work to start on site at acta centre by the end of the year, towards the new centre opening in September 15.

acta Foundation also made significant progress this year, with the start of a series of quarterly seminars for students and young professionals, as well as the successful completion of the Director's Assistant learning post.

A review of our main projects this year follows below:-

Gas Girls

www.acta-bristol.com/gas-girls-2/

An original touring show to mark the centenary of the Great War, with support from Heritage Lottery Fund and ACE, based on stories from the Bristol mustard gas factories in Avonmouth and Chittening. An intergenerational cast of 20 local performers toured *Gas Girls* to sell-out performances in Avonmouth, Withywood, Horfield and University of Bristol in June.

The show was watched by nearly 1,000 people, two thirds of whom were not regular theatre-goers. As well as offering a new piece of community theatre to our established audience in Bristol, it successfully engaged a new audience to acta; for two thirds of the audience it was their first ever acta show.

The sell-out tour attracted a very local audience in each of the community venues:

1 in 5 audience members lived in the local community.

2 in 5 audience members lived in a neighbouring community.

"A fantastic portrayal of a real life story... Very powerful, the more so because it was true... brilliantly conceived... authentic... poignant ... deeply moving... thought-provoking... haunting... made me cry..."

Phoenix Theatre

In another WWI centenary project, acta's young adults' company, Phoenix Theatre, rehearsed weekly through the summer term for a new site-specific show at Arnos Vale Cemetery.

Lost not Forgotten performed promenade-style around the site in an intensive week in July - a series of remarkable and poignant stories from the Great War; bringing to life the stories of the many buried in Arnos Vale Cemetery, those who died in the war and those who survived.

Young carers

www.acta-bristol.com/young-carers/

The third and final year of our support from Henry Smith Foundation for our service for young carers included a regular weekly youth theatre group, who produced their annual production in May, *Total Eclipse*. In the new academic year, the group welcomed some new members and created a new show to perform in April 15, *Trapped In Fear*.

Additionally, new young carers were engaged in a summer holidays "play in a week" challenge, *There's Something in the Woods*, and another in February, working specifically with siblings of autistic children, *Through the Tree*.

In the Autumn term, the project also travelled to work with young carers in Weston-super-Mare, creating a short film at Halloween.

Lawrence Weston & young people in North Bristol

This was the second year of a programme for young people aged 14-19 in North Bristol, supported by J Paul Getty Charitable Trust, to improve employability skills through drama & theatre, and provide opportunities to gain youth arts awards.

The Lawrence Weston Youth Theatre group performed their annual production at the acta centre in April, *A Pirate's Wife for Me*, before working on their new show for April 15, *Life Lessons*.

The project also delivered a series of outreach workshops in the Summer term, to extend the programme to young people beyond the youth theatre group, at Henbury & Orchard secondary schools.

In addition, two members of the group were supported to achieve Silver level Youth Arts Award qualifications, and six of the young people at Orchard School achieved bronze level awards.

Get Together, Bedminster

www.acta-bristol.com/get-together-bedminster/

At the end of the year, all weekly Get Together groups, the kids and youth theatre, a new weekly intergenerational community group and the choir all came together with a shared focus once again to perform the Redcliffe community production, *Stories*, 31 March – 2 April 15. The final show engaged over 80 performers of all ages and 400 audience.

Following a double-bill of kids' theatre shows in May, *Once Upon a Chaos* and *What a Golden Day*, and the youth theatre annual production in September, *Light-Snatcher*, new weekly children and youth theatre groups began in the Autumn term, with a focus on creating material for the *Stories* production.

The intergenerational community choir also continued to grow, and had particular success at engaging isolated older people through this final year of the programme. In the summer term, they performed at the *lost not forgotten* show at Arnos Vale Cemetery (see Phoenix above), before starting work on *Stories*.

"A superb experience, much more than I expected... It has been incredibly rewarding working with such a diverse group... Had lots of compliments from the general public who saw the show... I was honoured to have a part of my childhood chosen as a scene in the play and very humble when asked to narrate that part and see the young ones play it so beautifully." Comments from *Stories* performers.

Intergenerational and intercultural workshops for the Redcliffe Lantern Parade were delivered for parents and children to engage together and with all the children at St Mary Redcliffe Primary. The project provided an opportunity for the programme to focus on the large numbers of migrant families living in Redcliffe, and celebrate the community of Redcliffe itself. Nearly 500 children and parents came together for the parade around Redcliffe streets on Saturday 24 January, lighting up and celebrating the local area.

The Making Time workshops with older people also continued throughout the year, including a series of intergenerational projects and storytelling workshops with local schoolchildren from Compass Point, and creating artwork for children using the local GP surgery.

The daytime adult theatre group, The Thursdays, created and performed *Land of Lost Things*, the December family show at acta centre, and received lots of positive feedback from local audiences who came along.

"Original (as ever) with lots of sparkle! Lots of depth to story. Lovely music and sounds. Brilliant show.."

By the end of the four year Big Lottery Reaching Communities programme, Get Together had over-achieved in all of its original outcomes to engage vulnerable children and young people, isolated older people and

migrant families in participatory arts to increase awareness and understanding between cultures and generations. The programme has successfully brought together local people from different generations and cultures through high quality community arts, encouraging people to share stories, positive experiences and to work together to improve and celebrate the local community. It had used participatory arts to involve and integrate isolated and excluded groups into community life, challenging preconceptions, promoting understanding and communication, developing new positive relationships, and improving health and well-being.

Arts & Communities

www.acta-bristol.com/arts-communities/

The first year of a major programme of work to showcase how quality intercultural and intergenerational participatory arts can achieve stronger and more integrated communities, supported by Department for Communities & Local Government and Arts Council England. The programme enabled the Company to create more original community theatre with migrant groups and to focus more specifically on the area of Redcliffe.

A Tale or Two for You, worked with parents at Hannah More Primary School, all of whom speak English as a second language, delivering weekly workshops through the year to create a show to perform to children at the school. The group performed in October and November, to audiences of children, other parents and local older people.

"I have heard RAVE reviews from all sides and the mums seemed really really pleased with themselves. This has been just such an amazingly positive thing for them and for the wider school community." Community Development Coordinator.

Schools' drama outreach workshops were delivered at three local multicultural primary schools, with children creating their own original performances at each; at St Mary Redcliffe, Victoria Park, and St Nicholas of Tolentine primary schools. These were followed in the summer holidays with a children's theatre week in Redcliffe. Also in the summer term, acta worked with St Mary Redcliffe Primary School to develop a relationship with Muslim parents in Redcliffe, setting up a series of family arts workshops towards the annual Eid celebration in school in October, through which parents were able to participate alongside their children, and were also able to involve non-Muslim families.

Yusuf Can't Talk was a key partnership project for the Company this year, developed with Autism Independence, which supports Somali mothers of autistic children in Bristol. Somali British mothers, all with autistic children, engaged in weekly workshops to devise a new show that would raise awareness about autism in the Somali community. The scenario was created by the end of the summer, and rehearsals began at acta centre in September. The show was previewed to three sell-out and delighted acta centre audiences on 19 – 21 November. Most of the women who had contributed to the devising process, their families and friends all attended the shows, along with health and education professionals.

"It was very powerful to hear the voices of real people on stage."

"It was beautiful and moving and touched my heart. Brilliant, amazing & talented."

Yusuf Can't Talk will be developed further in the second year of the programme, along with other shows that started development in this first year.

Our Aims & Objectives

The charity is a charitable company limited by guarantee and was set up in 1985. It is governed by a memorandum and articles of association, which describe our objects as follows:-

- Instigate and supervise drama projects for youth & community groups
- Provide all sections of society with the opportunity to participate in theatre
- Supervise drama sessions with people who are encouraged to create & perform their own production
- Identify (in conjunction with others if necessary) areas and communities in which theatre activities are lacking and to remedy deficiencies identified as a result
- Design projects which emphasise the educational aspects of workshops and the personal and social development of individuals within a group
- Supervise projects which are designed to assist community development.

Reserves and Risk management

The trustees have continued to work closely with the SMT to manage the budget, to ensure the Company was as close as possible to breaking even on the year, and ended with a £1,741 reduction in general funds and a total accumulated general funds at the end of March 15 of £81,921.

The trustees continuously review their policy on free reserves, taking advice from the auditor and consulting Charity Commission guidance, and the Company is aiming to build up its free reserves to three months' operating costs, circa £90,000.

The Company accounts are reviewed by the trustees on a quarterly basis to ensure annual targets will be met.

The trustees work closely with the Artistic Director to ensure that all possible areas of risk are considered in the management of the Company, and to develop all opportunities available. Each project is assessed before the charity makes a commitment to the work, and is then monitored on a monthly basis to ensure that any risks are minimised.

The Company has successfully worked to diversify its funding sources and activities over recent years, with a view to minimising the external risks to funding. It will continue to ensure a wide range of funding sources and activities in future years to keep these external risks to a minimum. The Company continues to benefit from a clear fundraising strategy, and has once again secured funds from new charitable sources. Most significantly in this year, the Company secured NPO (15 – 18) funding from Arts Council England, and a capital grant for the extension and refurbishment of the acta centre, as well as continued core funding support from Bristol City Council.

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects, to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Governance and internal control

Company and charity law requires the trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Changes to the Trustees in this year – Alice Hunt resigned from the Council of Management at the AGM in March 15.

Volunteers

The Company works with up to 2,000 participants each year, who volunteer their time to take part in our community and youth arts projects. Of these, there are about 20 students and other people who work to help facilitate and manage projects, who we term volunteers. There is a volunteer co-ordinator who works to ensure all volunteers are appropriately supervised. We are grateful for all the efforts of our volunteers involved in service provision over the year.

Employee involvement and employment of disabled people

Employees have been consulted on issues of concern to them through regular company meetings and e-bulletins, and have been kept informed on specific matters directly by the senior management team, in addition to the weekly supervision meetings. There is regular communication between management members and employees, both through the senior management team and a system of staff reports to management.

The Artistic Director liaises with the trustees on the annual job review process for each employee.

The charity has implemented a number of detailed policies in relation to all aspects of personnel matters including:-

- Equality & Diversity Policy
- Volunteer policy
- Health & Safety policy

In accordance with the charity's equality & diversity policy, the charity has long established fair employment practices in the recruitment, selection, retention and training of disabled people.

Full details of the above policies, and also:

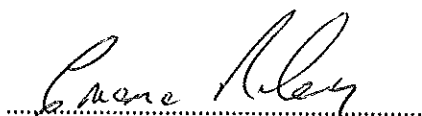
- Business Plan
- Child Protection & Vulnerable Adults policies
- Education policy

are available from the acta centre.

Auditors

A resolution proposing that Dick Maule be re-appointed as auditor of the charity will be put to the AGM.

The Council of Management approved this report on 14 July, 2015



(Graeme Riley, Chair)

Independent Auditor's Report to the members of Acta Community Theatre Ltd

We have audited the financial statements of Acta Community Theatre Ltd for the year ended 31st March 2015 which comprise of the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities)

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement [set out in the Trustees Report] the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice (applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Independent Auditor's Report to the members of Acta Community Theatre Ltd

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit. or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.

Signed.....

Dick Maule FCA

Richard Maule Senior Statutory Auditor
For and on behalf Dick Maule FCA
10-12 Picton Street,
Bristol, BS6 5QA

Date

2-12-15

ACTA Community Theatre Limited

Statement of Financial Activities [including Income and Expenditure Account]
for the year ended 31st. March 2015

	Notes	Unrestricted Funds 2015 £	Restricted Funds 2015 £	Total Funds 2015 £	2014 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income					
Donations		2,624	-	2,624	1,380
Grants and contracts		63,040	473,952	536,992	325,196
Activities to generate funds:					
Interest receivable		721	-	721	732
Incoming resources from charitable activities					
Income from theatrical activities		3,425	-	3,425	3,434
Equipment hire		10	-	10	-
Premises hire		112	-	112	705
Fee income		18,955	-	18,955	15,072
Total incoming resources		<u>88,887</u>	<u>473,952</u>	<u>562,839</u>	<u>346,519</u>
Resources expended					
Charitable activities	[9]	77,750	309,955	387,705	353,088
Governance costs		6,438	-	6,438	6,523
Total Resources Expended		<u>84,188</u>	<u>309,955</u>	<u>394,143</u>	<u>359,611</u>
Net incoming resources					
- Net income for the year		4,699	163,997	168,696	(13,092)
Total funds at 1st. April 2014		<u>89,000</u>	<u>4,962</u>	<u>93,962</u>	<u>107,054</u>
Total funds at 31st. March 2015		<u><u>93,699</u></u>	<u><u>168,959</u></u>	<u><u>262,658</u></u>	<u><u>93,962</u></u>

ACTA Community Theatre Limited

Balance sheet as at 31st. March 2015

	Notes	2015 £	£	2014 £
Fixed assets				
Tangible assets	(2)		6,778	<u>5,338</u>
Current assets				
Debtors and prepayments	(4)	11,750		3,750
Cash at bank and on hand		<u>307,989</u>		<u>131,121</u>
		319,739		134,871
Current liabilities				
Creditors: amounts falling due within 12 months	(3)	<u>(63,859)</u>		<u>(46,247)</u>
Net Current assets			<u>255,880</u>	<u>88,624</u>
Net assets			<u><u>262,658</u></u>	<u><u>93,962</u></u>
Unrestricted funds				
General funds			81,921	83,662
Designated funds	(8)		11,778	5,338
Restricted funds	(8)		<u>168,959</u>	<u>4,962</u>
Total funds			<u><u>262,658</u></u>	<u><u>93,962</u></u>

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Reporting Standard for Smaller Entities [FRSSE] (effective April 2008).

These financial statements were approved by the Trustees on.....*14/2/15*.....

On behalf of the Trustees*[Signature]*.....

dated:-

14/2/15

ACTA Community Theatre Limited

Notes to the accounts for the year ended 31st. March 2015

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 and the Financial Reporting Standard for Smaller Entities [FRSSE] (effective April 2008).

(b) Fund accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

[i] Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

[ii] Donated services and facilities are included at the value to the charity where this can be quantified.

[iii] The value of services provided by volunteers has not been included in these accounts.

[iv] Investment income is included when receivable.

[v] Incoming resources from charitable trading activity are accounted for when earned.

[vi] Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

[i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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

[iii] Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

[iv] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

ACTA Community Theatre Limited

Notes to the accounts for the year ended 31st. March 2015

(1) Principal Accounting Policies

(e) Fixed assets

The building is leased on a non-transferable lease from Bristol City Council, and the trustees feel it is not appropriate to capitalise the cost of refurbishment.

or the current project to expand the building.

The 30 year peppercorn lease was granted on 11 February 2002.

Other tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method for all items costing over £500.

(2) Tangible Fixed Assets

	Stage equipment £	Office Fittings & equipment £	Total £
Cost			
balance brought forward	82,481	50,136	132,617
additions in the year	-	3,700	3,700
	<u>82,481</u>	<u>53,836</u>	<u>136,317</u>
Depreciation			
balance brought forward	80,799	46,480	127,279
charge for the year	421	1,839	2,260
	<u>81,220</u>	<u>48,319</u>	<u>129,538</u>
Net book value at 31st. March 2015	<u>1,261</u>	<u>5,517</u>	<u>6,778</u>
Net book value at 31st. March 2014	<u>1,683</u>	<u>3,656</u>	<u>5,339</u>

(3) Creditors

	2015 £	2014 £
Falling due within 12 months		
Sundry creditors	24,577	14,183
Deferred income	39,282	32,064
	<u>63,859</u>	<u>46,247</u>

(4) Debtors and prepayments

Sundry debtors and prepayments	<u>11,750</u>	<u>3,750</u>
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(5) Capital commitments and contingent liabilities

ACTA Community Theatre Limited are contracted to pay £360,408 for the building expansion project. The first instalment of £55,267 became due in May 2015.

ACTA has secured a grant of £490,000 from Arts Council England grants for the arts [small capital] to cover this commitment.

ACTA Community Theatre Limited

Notes to the accounts for the year ended 31st. March 2015

(6) Employee information

	2015	2014
Number of employees	8	8
No employee received emoluments of more than £60,000.		

	£	£
Salaries and wages	190,118	179,075
Social security costs	<u>16,663</u>	<u>16,945</u>
	<u>206,780</u>	<u>196,020</u>

(7) Trustees information

	£	£
Trustees remuneration and expenses	<u>-</u>	<u>-</u>

The trustees received no remuneration in the year.

ACTA Community Theatre Limited

Notes to the accounts for the year ended 31st. March 2015

(8) Movements in funds

	brought forward £	received in year £	utilised in year £	transfers £	carried forward £
Restricted funds					
Revenue grants					
Big Lottery Fund					
Reaching Communities: Get Together	4,962	82,912	(82,190)	-	5,684
Heritage Lottery Fund : Gas Girls	-	12,500	(12,500)	-	-
Arts Council grants for the arts					
Arts and Communities	-	36,000	(36,000)	-	-
Gas Girls	-	17,486	(17,486)	-	-
Foundation seminars	-	5,000	(4,007)	-	993
Arts Catalyst Grant	-	40,000	(40,000)	-	-
True Colours Trust, young carers	-	7,064	(7,064)	-	-
Henry Smith Young Carers	-	20,000	(18,012)	-	1,988
DCLG: Arts and Communities	-	40,000	(37,418)	-	2,582
Arts Council: Arts & Communities	-	4,000	(4,000)	-	-
EU Grey Matters	-	4,000	(4,000)	-	-
Green Capital Neighbourhood	-	1,500	(1,500)	-	-
Other projects	-	5,290	(5,290)	-	-
Capital Grants for building extension					
29th May 1961 Charitable Trust	-	10,000	(10,000)	-	-
Bramble Trust	-	1,000	(1,000)	-	-
Arts Council grants for the arts	-	186,200	(28,488)	-	157,712
The Gibbs Charitable Trust	-	1,000	(1,000)	-	-
	<u>4,962</u>	<u>473,952</u>	<u>(309,955)</u>	<u>-</u>	<u>168,959</u>
Unrestricted funds					
Designated funds					
L Dub and North Bristol Projects	-	-	-	5,000	5,000
Equipment reserve	<u>5,338</u>	<u>-</u>	<u>-</u>	<u>1,440</u>	<u>6,778</u>
	<u>5,338</u>	<u>-</u>	<u>-</u>	<u>6,440</u>	<u>11,778</u>
General funds	<u>83,662</u>	<u>88,887</u>	<u>(84,188)</u>	<u>(6,440)</u>	<u>81,920</u>
Unrestricted grants					
J Paul Getty				25,000	25,000
Bristol City Key Arts Provider				36,240	35,575
Other				<u>1,800</u>	<u>2,000</u>
				<u>63,040</u>	<u>62,575</u>

Equipment reserve

Amounts relating to expenditure from the general fund for further equipment purchase, and depreciation on the equipment are transferred annually.

ACTA Community Theatre Limited

Notes to the accounts for the year ended 31st. March 2015

[9] Resources expended

	Charitable activities £	Governance costs £	Total 2015 £	Total 2014 £
Subscriptions, affiliations and monitoring	382	-	382	90
Staff training	3,336	-	3,336	1,388
Recruitment	486	-	486	222
Catering and sundry expenses	2,220	-	2,220	2,109
Salaries and wages	202,180	4,600	206,780	196,020
Volunteers' and cast expenses	-	-	-	38
Telephone	1,908	95	2,003	1,242
Post, stationery and office consumables	3,856	193	4,049	6,591
Participant expenses	1,507	-	1,507	4,379
Equipment hire	-	-	-	96
Youth Arts Awards	-	-	-	849
Rates, cleaning and waste disposal	4,405	-	4,405	2,259
EU grant paid to Coast partners	-	-	-	25,812
Repairs and renewals	1,003	-	1,003	5,291
Insurance	8,118	-	8,118	7,209
Bank charges	135	-	135	120
Heat and light	4,861	-	4,861	5,521
Non-capitalised equipment	3,060	-	3,060	-
Annual audit fees	-	1,550	1,550	1,550
Project audit fees	-	-	-	555
Building development programme	41,238	-	41,238	7,649
Building repairs, maintenance and renewals	3,220	-	3,220	4,394
	<u>281,916</u>	<u>6,438</u>	<u>288,354</u>	<u>273,384</u>
Theatre company operating costs				
Print, publicity & photographic documentation	8,322	-	8,322	4,109
Freelance fees	68,877	-	68,877	49,028
Venue hire	4,027	-	4,027	2,783
Production costs	10,276	-	10,276	10,132
Travel expenses	4,060	-	4,060	10,109
Vehicle hire	7,967	-	7,967	8,286
Depreciation	2,260	-	2,260	1,780
	<u>105,789</u>	<u>-</u>	<u>105,789</u>	<u>86,227</u>
	<u>387,705</u>	<u>6,438</u>	<u>394,143</u>	<u>359,611</u>

ACTA Community Theatre Limited

Notes to the accounts for the year ended 31st. March 2015

[10] Analysis of net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	-	6,778	-	6,778
Current assets	145,780	5,000	168,959	319,739
Current liabilities	<u>(63,859)</u>	<u>-</u>	<u>-</u>	<u>(63,859)</u>
Net assets at 31st March 2015	<u>81,921</u>	<u>11,778</u>	<u>168,959</u>	<u>262,658</u>