

**acta Community Theatre Ltd**

**Report of the trustees  
for the year ended 31<sup>st</sup> March 2014**

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 31<sup>st</sup> March 2014.

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  
Rita Rich  
Stephen Fenton  
Suad Abdullahi  
Stef Brammar  
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. We are committed to engaging people who would not normally get involved, to create their own original theatre and arts. We provide a wide range of arts opportunities to increase self-confidence and self-worth, bringing people together to share their stories and celebrate their communities.

acta's USP is the ability to reach and engage the hardest to reach and most excluded groups within society, developing positive connections between people of different generations and cultures, who live in areas of least engagement. Fundamental to acta's methodology is the belief that engaging those on the outside, of both theatre and the City, is essential to the future of both. Through community theatre, neighbourhoods that are less connected with the arts have an opportunity to celebrate their identity and take ownership of theatre for themselves. acta has a well-respected track record in this, delivering a range of community theatre projects to involve people, both as active, creative participants and as new audiences.

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 eight different projects and programmes of work this year, which included delivery of more than 750 participatory workshops and the creation and performance of 11 original new shows; with 34 performances to audiences totalling nearly 3,500 (over 75% of whom are not regular theatre-goers).

We review our aims & objectives on an ongoing basis throughout the year, to ensure that our activities are developed in accordance with our stated charitable purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims & objectives and in planning our future activities; (*see page 6 for aims & objectives*).

## **Review of activities**

The Company has significantly developed its programme of touring community theatre shows this year, producing three new original touring shows to engage new theatre audiences, and a further eight shows devised and performed at the acta centre, by participants of all ages.

The acta Foundation workplace learning scheme has also progressed through the year, with the successful completion of the pilot year, and the start of a new post of Director's Assistant from September.

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

### **Malcolm X Elders**

The group created a new show, *Ticky Picky Boom Boom*, based upon memories of childhood folk tales, which toured to Bristol primary school-aged children in November & December.

Photographic and film documentation of the project is available online:

<http://www.acta-bristol.com/grey-matters-2/>

Then at the end of the year in March 14, the whole Company toured their show to the Rotterdam ICAF, as part of the *Grey Matters* EU project initiative, which is making theatre with older people to share across six European countries.

### **Listen To Our Story**

Following a successful pilot partnership project with Bristol Refugee Rights last year, this show was developed further, to perform twice at the acta centre over the Summer, before a sell-out tour in October to Bristol community venues and to Cardiff.

The show was created & performed by asylum seekers, and charted their journeys to Bristol.

*"It was a fantastic performance, funny and moving in equal measure ... stories to tell, and a stage on which to tell them. Perfect example of community theatre at its best. " audience member.*

### **Young carers**

<http://www.acta-bristol.com/young-carers/>

The second year of our support from Henry Smith Foundation for our service for young carers included a regular youth theatre group, who produced their annual production *What Goes Around, Comes Around* in May.

Additionally, new young carers were engaged in a summer holidays film project, and a "play in a week" challenge in February.

*"It made me feel like I wasn't alone." February 14 participant.*

### **Lawrence Weston**

This was the first 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.

A weekly youth theatre began in September, and engaged more than local 20 young people, who devised and rehearsed a new show, *A Pirate's Wife for Me*, to perform in April.

In addition, three members of the group were supported to achieve Gold level Youth Arts Award qualifications.

Further projects were also set up with local partners for the Summer term, to extend the programme to young people beyond the youth theatre group.

### **Phoenix Theatre**

Our group for young adults created and performed the acta centre festive family show in December, *The Dream Queen*, which performed four times to delighted, full-capacity audiences.

In the new year, the group turned their attentions to creating a new site-specific show for Arnos Vale Cemetery, to perform in July, *Stories From The Great War*.

## Gas Girls

<http://www.acta-bristol.com/gas-girls-2/>

<http://www.acta-bristol.com/gas-girls/>

An original touring show was researched, devised and rehearsed through the year, to mark the centenary of the Great War, with support from Heritage Lottery Fund and Arts Council England. The show, based on stories from the mustard gas factories in Avonmouth and Chittening, was previewed at the acta centre at the end of the year by an intergenerational cast of 20 performers, and a book of the research material for the play was also published, in preparation for a tour of Bristol community venues in June.

## Get Together, Bedminster

<http://www.acta-bristol.com/get-together-bedminster/>

In the third year of our four year Big Lottery Reaching Communities project, local people came together for the Get Together Festival in July, which included performances by the Bedminster and Redcliffe Kids groups, two performances by the Rotterdams Wijktheater Dutch / Somali community performer, Sahra, the community choir & other guests at World Music Night, and a family fun day on S Street Park and at acta centre.

A second intergenerational *Tell Me a Story* project created a new show, *The Boy & The Slim Dog*, which performed in May. The Making Time group for older people developed a “story tree” for children, around their story, *The Little Lost Sock*, which they developed later in the year for intergenerational story sharing workshops with primary school children. The older youth theatre group created a workshop performance based on memories shared by local older people.

A football film project was developed with Somali boys in Redcliffe, in partnership with mothers and Bristol City FC, and the film was previewed at the July festival.

A new adult theatre group, The Thursdays, created and presented a new show, *Sisters*, in September, and successfully engaged new members throughout the year.

The project also supported the Bedminster Winter Lanterns in December, delivering Saturday morning family lantern-making workshops. The community choir also performed at the parade, and later in the year, produced a concert of songs for local older people’s homes.

## Arts & Communities

In September, a new national programme was launched at acta centre, and the Company was delighted to receive an invitation from Arts Council England and DCLG to work with them to showcase how quality intercultural and intergenerational participatory arts can achieve stronger and more integrated communities.

The programme of work began towards the end of the year, and includes new theatre shows in partnership with Somali mothers at Autism Independence, and with parents at Hannah More Primary.

## **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 broke even on the year, and achieved a small surplus of £5,547, so that the revised general funds accumulated surplus at the end of March 14 was £83,662.

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 is benefitting from the success of the new fundraising strategy supported by the Arts Council Catalyst scheme, with increased funds secured from new charitable sources e.g. J Paul Getty, in addition to Arts Council grants for the arts project funds and 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.

There were no changes to the Trustees in this year, except for the resignation of Katie McKeogh, who continues to support the Company as an advisor on the new fundraising strategy.

### **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 22 May, 2014

..... (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 31<sup>st</sup> March 2014 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 31<sup>st</sup> March 2014 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.....

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

Date

**ACTA Community Theatre Limited**

**Statement of Financial Activities [including Income and Expenditure Account]  
for the year ended 31st. March 2014**

	Notes	Unrestricted Funds 2014 £	Restricted Funds 2014 £	Total Funds 2014 £	2013 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
<i>Voluntary income</i>					
Donations		1,380		1,380	1,635
<b>Activities to generate funds:</b>					
Interest receivable		732	-	732	1,651
<b>Incoming resources from charitable activities</b>					
Grants and contracts		62,576	262,620	325,196	294,540
Income from theatrical activities		3,434	-	3,433	1,684
Premises hire		705	-	705	718
Fee income		15,072	-	15,072	80
<b>Total incoming resources</b>		<u>83,899</u>	<u>262,620</u>	<u>346,518</u>	<u>300,309</u>
<b>Resources expended</b>					
Charitable activities	[9]	79,620	273,468	353,088	363,238
Governance costs		6,523	-	6,523	6,583
<b>Total Resources Expended</b>		<u>86,143</u>	<u>273,468</u>	<u>359,611</u>	<u>369,821</u>
Net incoming resources					
- Net income for the year		(2,244)	(10,848)	(13,092)	(69,512)
Total funds at 1st. April 2013		<u>91,244</u>	<u>15,810</u>	<u>107,054</u>	<u>176,566</u>
<b>Total funds at 31st. March 2014</b>		<u><u>89,000</u></u>	<u><u>4,962</u></u>	<u><u>93,962</u></u>	<u><u>107,054</u></u>

**ACTA Community Theatre Limited**

**Balance sheet as at 31st. March 2014**

	Notes	2014 £	2013 £
<b>Fixed assets</b>			
Tangible assets	2	5,338	<u>4,942</u>
<b>Current assets</b>			
Debtors and prepayments	4	3,750	5,901
Cash at bank and on hand		<u>131,121</u>	<u>140,351</u>
		134,871	146,252
<b>Current liabilities</b>			
Creditors: amounts falling due within 12 months	3	<u>(46,247)</u>	<u>(44,140)</u>
<b>Net Current assets</b>			<u>88,624</u> <u>102,112</u>
<b>Net assets</b>			<u>93,962</u> <u>107,054</u>
<b>Unrestricted funds</b>			
General funds		83,662	78,115
Designated funds	7	5,338	13,129
<b>Restricted funds</b>	7	<u>4,962</u>	<u>15,810</u>
<b>Total funds</b>		<u>93,962</u>	<u>107,054</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.....

On behalf of the Trustees .....

dated:- .....

## **ACTA Community Theatre Limited**

### **Notes to the accounts for the year ended 31st. March 2014**

#### **(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 2014

#### (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.

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	47,960	130,441
additions in the year	-	2,176	2,176
	<u>82,481</u>	<u>50,136</u>	<u>132,617</u>
Depreciation			
balance brought forward	80,238	45,261	125,499
charge for the year	561	1,219	1,780
	<u>80,799</u>	<u>46,480</u>	<u>127,279</u>
Net book value at 31st. March 2014	<u>1,682</u>	<u>3,656</u>	<u>5,338</u>
Net book value at 31st. March 2013	<u>2,243</u>	<u>2,699</u>	<u>4,942</u>

	2014 £	2013 £
<b>(3) Creditors</b>		
Falling due within 12 months		
Sundry creditors	14,183	11,292
Deferred income	<u>32,064</u>	<u>32,848</u>
	<u>46,247</u>	<u>44,140</u>

#### (4) Debtors and prepayments

Sundry debtors and prepayments	<u>3,750</u>	<u>5,901</u>
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#### (5) Capital commitments and contingent liabilities

There are none this year.

**ACTA Community Theatre Limited**

**Notes to the accounts for the year ended 31st. March 2014**

**(6) Employee information**

	2014	2013
Number of employees	8	9
No employee received emoluments of more than £60,000.		
	£	£
Salaries and wages	179,075	195,093
Social security costs	<u>16,945</u>	<u>21,168</u>
	<u>196,020</u>	<u>216,261</u>

**(7) Movements in funds**

	brought forward £	received in year £	utilised in year £	transfers £	carried forward £
<b>Restricted funds</b>					
Big Lottery Fund					
Family Learning Fund: Open Circle	11,923	-	(11,923)	-	-
Reaching Communities: Get Together	3,887	80,502	(79,427)	-	4,962
Heritage Lottery Fund : Gas Girls	-	12,500	(12,500)	-	-
Arts Council grants for the arts:					
Malcolm X Elders	-	17,692	(17,692)	-	-
Gas Girls	-	40,000	(40,000)	-	-
Arts Catalyst Grant	-	17,486	(17,486)	-	-
Henry Smith Young Carers	-	20,000	(20,000)	-	-
Greggs Young Carers	-	2,000	(2,000)	-	-
Quartet: Listen to Our Story	-	2,000	(2,000)	-	-
EU Culture Find: COAST	-	41,044	(41,044)	-	-
EU Grundtvig: Grey Matters	-	16,396	(16,396)	-	-
Other projects	-	13,000	(13,000)	-	-
	<u>15,810</u>	<u>262,620</u>	<u>(273,468)</u>	<u>-</u>	<u>4,962</u>
<b>Unrestricted funds</b>					
Designated funds					
Redundancy reserve	8,187	-	-	(8,187)	-
Equipment reserve	4,942	-	-	396	5,338
	<u>13,129</u>	<u>-</u>	<u>-</u>	<u>(7,791)</u>	<u>5,338</u>
General funds	<u>78,114</u>	<u>83,898</u>	<u>(86,142)</u>	<u>7,791</u>	<u>83,662</u>
<b>Unrestricted grants</b>					
J Paul Getty				25,000	
Bristol City Community Chest				2,000	-
Bristol City Key Arts Provider				<u>35,575</u>	<u>34,999</u>
				<u>62,575</u>	<u>34,999</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 2014**

**(8) Trustees information**

	2014	2013
	£	£
Trustees remuneration and expenses	<u>-</u>	<u>-</u>
The trustees received no remuneration in the year.		

**[9] Resources expended**

	Charitable activities	Governance costs	Total 2014	Total 2013
	£	£	£	£
Subscriptions, affiliations and monitoring	90	-	90	491
Staff training	1,388	-	1,388	2,075
Recruitment	222	-	222	276
Catering and sundry expenses	2,109	-	2,109	2,063
Salaries and wages	191,420	4,600	196,020	216,261
Volunteers' and cast expenses	38	-	38	115
Telephone	1,183	59	1,242	2,197
Post, stationery and office consumables	6,277	314	6,591	7,363
Participant expenses	4,379	-	4,379	-
Equipment hire	96	-	96	170
Youth Arts Awards	849	-	849	552
Rates, cleaning and waste disposal	2,259	-	2,259	2,500
EU grant paid to Coast partners	25,812	-	25,812	
Repairs and renewals	5,290	-	5,290	2,243
Insurance	7,209	-	7,209	7,700
Bank charges	120	-	120	83
Heat and light	5,521	-	5,521	6,096
Non-capitalised equipment	-	-	-	-
Annual audit fees	-	1,550	1,550	1,525
Project audit fees	555	-	555	-
Legal and professional	-	-	-	52
Premises - fees for building development	7,649	-	7,649	-
Building repairs, maintenance and renewals	4,394	-	4,394	10,217
	<u>266,860</u>	<u>6,523</u>	<u>273,383</u>	<u>261,978</u>
<b>Theatre company operating costs</b>				
Print, publicity & photographic documentation	4,109	-	4,109	9,452
Freelance fees	49,028	-	49,028	70,915
Venue hire	2,783	-	2,783	2,561
Production costs	10,132	-	10,132	9,617
Travel expenses	10,109	-	10,109	3,865
Vehicle hire	8,286	-	8,286	9,785
Depreciation	1,780	-	1,780	1,648
	<u>86,228</u>	<u>-</u>	<u>86,228</u>	<u>107,843</u>
	<u>353,088</u>	<u>6,523</u>	<u>359,611</u>	<u>369,821</u>

**ACTA Community Theatre Limited**

**Notes to the accounts for the year ended 31st. March 2014**

**[10] Analysis of net assets between funds**

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	-	5,338	-	5,338
Current assets	129,909	-	4,962	134,871
Current liabilities	<u>(46,247)</u>	<u>-</u>	<u>-</u>	<u>(46,247)</u>
Net assets at 31st March 2014	<u>83,662</u>	<u>5,338</u>	<u>4,962</u>	<u>93,962</u>