

Charity registration number

1141080

Trustee Annual Report and accounts
For the period

1st June 2022 – 31st May 2023

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STAGE THEATRE SOCIETY ANNUAL REPORT OF THE TRUSTEES

The Trustees are pleased to present their report together with the Financial Statements of the charity for the period 1st June 2022 – 31st May 2023.

ADMINISTRATIVE DETAILS

Charity registration number	1141080
Charity name	Stage Theatre Society
Other names charity is known by	STS
Principal address	9 Maritime Court Dock Road Chatham Kent ME4 4FH
Website address	www.stagetheatresociety.co.uk
Current trustees	Daniel Richard More – Co Founder Richard Martin Hillier – Co Founder Rachael Cordell Helen Blundell Julie Clayton
Accounting verification	David M Coleman 44 Thorndale Close Chatham Kent ME5 9SW

It is noted that the trustees have a legal duty under the Charities Act 2011 to appoint 'an independent person who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.' The trustees are satisfied that this person meets such requirement.

Bank	HSBC Rainham Shopping Centre Rainham Kent ME8 7HW
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STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES

GOVERNANCE

GOVERNING DOCUMENT

The charity is a voluntary organisation governed by its constitution adopted 10 June 2006, amended in November 2009 and October 2010 to take into account becoming a charity. The constitution was then reviewed in 2018 to introduce a governing body format instead of a yearly elected committee.

METHOD OF APPOINTMENT OF TRUSTEES

The trustees of the society shall consist of parents and friends of STS and will include the following as a minimum - Chairperson, Treasurer, Vice-Chairperson and Secretary

Richard Hillier and Daniel More are co-founding permanent trustees of the charity.

ORGANISATION AND DECISIONS

The Society shall be managed by the Governing Body of not more than ten members which will include the Chairperson, Vice-Chairperson, Secretary and Treasurer. The remainder shall be elected to office from parents and friends of STS willing to give dedication to the society. Each member elected will serve a term of office for four years.

The Governing Body are responsible for adopting and implementing new policies, codes of conduct, health and safety and duty of care, responsibilities and rules that effect the organisation and management of society affairs.

STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES

The Governing Body are, in addition to the above, responsible for the day-to-day managing and organisation of Stage Theatre Society and hold regular meetings, as necessary, to the effect.

Duties include but are not limited to:

- Monitoring of accounts
- Planning events
- Running events
- Safeguarding
- Membership
- Operation of the Tuck Shop
- Helping at rehearsals
- Involvement in performances

AIMS AND OBJECTIVES OF THE CHARITY

The Governing Body is responsible for the management and organisation of Stage Theatre Society and hold regular meetings to that effect. Duties include but are not limited to: -

- To improve quality of life for all members of the society.
- To increase performing and technical abilities of its members.
- FOR EVERYONE TO HAVE FUN
- To encourage discipline and learning in the activities we carry out.
- To have a balance of social and learning activities in the society.
- For all of our members to succeed in what they do with us at all times.
- To always encourage the best in our members.
- To progress with the show according to the rehearsal programme.
- To teach and offer new talents to our members.
- To make people want to be part of our society.
- To enable our members to bond socially with others.
- To always encourage commitment to the show from all members of the society.
- To distribute all show betterments to charitable organisations, or to be used to subsidise the next production if needed.
- To always keep within the proposed budgets for our shows.
- To increase community involvement and spirit within the society.
- To be able to fill our auditoriums with lively audiences.
- To have the audience always wanting more.
- To demonstrate to our audiences a different culture.

STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES

CHARITY SUCESSSES AND ACHIEVEMENTS THIS YEAR

This year saw a much healthier return to the theatre for us – with the success of two shows – ‘Kipps: The New Half a Sixpence Musical’ in July and *Spongebob the Musical* in March.

Stage Theatre Society were back in the Summer with a Flash, Bang Wallop of a production, ‘Kipps: The New Half a Sixpence Musical’. The company were thrilled to be back at the Hazlitt Theatre, Maidstone this July. This new production of the musical theatre classic 'Half A Sixpence' featured beloved songs like 'Flash Bang Wallop' and 'Pick Out a Simple Tune' with a brand-new book and additional music by the team behind 'Mary Poppins'. The cast enjoyed being involved with the production, the team enjoyed staging it and the audience loved. it

In March 2023, Stage Theatre Society had a great turn out to cast ‘The SpongeBob Musical’ – further underpinning the desire for young people in our area keen to get back into theatre. With all of your favourite characters from the classic cartoon ‘SpongeBob SquarePants’ SpongeBob’ was a show for the whole family to enjoy! The group enjoyed great ticket sales for the production, and it was seen as a great success.

In addition to the two successful shows produced, this year we were able to secure a trip for members to see *Frozen the Musical* in the West End – and we were thrilled to be able to put on our yearly Christmas meal for our members.

STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES

FINANCIAL REVIEW

RESERVES POLICY

Stage Theatre Society aims to keep reserves of £4000. This has been assessed as an amount that can meet the charity's needs by the Governing Body. This will meet one year's minimum expenditure should there be a substantial reduction of income to STS.

PRINCIPAL FUNDING SOURCES

Stage Theatre Society principally generates funding from Ticket Sales / Donations for productions and membership subscriptions. These will continue to be the principal sources of income to the group for the foreseeable future.

TRUSTEE RESPONSIBILITIES

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing these Financial Statements the Trustees followed best practice and:

- Work in accordance with the Stage Theatre Societies governing document on accounting.
- Make judgments and estimates that are reasonable and prudent.
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, the financial position of the charity, and which enable them to both ascertain the financial position of the charity and ensure that the financial statements comply with the applicable law. They are also responsible for safeguarding the assets of the charity and is hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**STAGE THEATRE SOCIETY- RECEIPTS AND PAYMENT ACCOUNT
YEAR ENDED MAY 31ST 2023**

RECEIPTS INTO STS	UNRESTRICTED FUNDS	RESTRICTED FUNDS	ENDOWMENT FUNDS	TOTAL FUNDS	ROUNDED
MEMBERSHIP SUBSCRIPTIONS	£ 15,290.00	£ -	£ -	£ 15,290.00	£ 15,290
TICKET SALES	£ 17,047.29	£ -	£ -	£ 17,047.29	£ 17,047
UNIFORM PURCHASES	£ 207.50	£ -	£ -	£ 207.50	£ 208
PROGRAMME SALES	£ 1,449.53	£ -	£ -	£ 1,449.53	£ 1,450
EVENT INCOMES	£ 1,558.94	£ -	£ -	£ 1,558.94	£ 1,559
DONATIONS / SPONSORSHIP	£ 28.19	£ -	£ -	£ 28.19	£ 28
	£ 35,581.45	£ -	£ -	£ 35,581.45	£ 35,581

EXPENDITURE FROM STS

Charitable expenditure	£31,973.25
Excess (deficit) of Income over expenditure	£3,608.20
Balances bought forward	£6,880.57
Balances carried forward	£10,488.77

**STAGE THEATRE SOCIETY- EXPENDITURE
YEAR ENDED MAY 31ST 2023**

EXPENDITURE FROM STS	UNRESTRICTED FUNDS		RESTRICTED FUNDS		ENDOWMENT FUNDS		TOTAL FUNDS		ROUNDED	
HALL HIRE	£	2,568.90	£	-	£	-	£	2,568.90	£	2,569
LIGHTING / SOUND HIRE	£	1,857.60	£	-	£	-	£	1,857.60	£	1,858
BAND HIRE	£	3,659.50	£	-	£	-	£	3,659.50	£	3,660
GARAGE HIRE	£	565.84	£	-	£	-	£	565.84	£	566
ADVERTISING	£	15.91	£	-	£	-	£	15.91	£	16
SHOW RIGHTS	£	7,646.25	£	-	£	-	£	7,646.25	£	7,646
EQUIPMENT PURCHASES	£	1,585.09	£	-	£	-	£	1,585.09	£	1,585
SET CONSTRUCTION	£	3,912.83	£	-	£	-	£	3,912.83	£	3,913
PRINTING	£	698.32	£	-	£	-	£	698.32	£	698
POSTAGE	£	28.20	£	-	£	-	£	28.20	£	28
COSTUMES	£	3,907.00	£	-	£	-	£	3,907.00	£	3,907
PROPS	£	1,100.00	£	-	£	-	£	1,100.00	£	1,100
UNIFORM PURCHASES	£	442.50	£	-	£	-	£	442.50	£	443
INSURANCE	£	348.40	£	-	£	-	£	348.40	£	348
LIABILITY PAYMENTS	£	145.50	£	-	£	-	£	145.50	£	146
EVENT EXPENSES	£	2,874.86	£	-	£	-	£	2,874.86	£	2,875
BANK CHARGES	£	511.55	£	-	£	-	£	511.55	£	512
REFUNDS	£	105.00	£	-	£	-	£	105.00	£	105
	£	31,973.25	£	-	£	-	£	31,973.25	£	31,973

**STAGE THEATRE SOCIETY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st MAY 2023**

2022/2023

Cash at bank	£ 10,161.42
Cash in hand	£ 327.35
Physical assets	£ 8,363
Plus debtors	£ 0
Minus creditors	£ 0
 Nett assets	 £ 18,851.77

SUMMARY OF PHYSICAL ASSETTS HELD BY THE CHARITY

Lighting equipment	£ 1,355
Sound equipment	£ 2,823
Rigging equipment	£ 705
Tools	£ 1,880
Other assets	£ 1,600
	 £ 8,363

STAGE THEATRE SOCIETY NOTES TO THE STATEMENTS

ACCOUNTING POLICIES

- Financial Statements have been prepared on the income and expenditure to the society in accordance with the applicable U.K. Accounting Standards.
- The Charity Trustees were not paid or reimbursed during the year and no Charity Trustees received any emolument or payment for professional or other services.
- It is noted that the trustees have a legal duty under the Charities Act 2011 to appoint 'an independent person who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.' The trustees are satisfied that the person that has carried out the independent examination meets such requirement.

RESTRICTED VS UNRESTRICTED FUNDS

As a charity we may receive donations from people or organisations that are intended for a specific purpose. At present Stage Theatre Society does not have any funds that fall into such category. Our funds are currently unrestricted.

STAGE THEATRE SOCIETY TRUSTEE DECLARATION

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees.

Full Name: DANIEL RICHARD MORE

Signature: 

Position: CO-FOUNDER

Dated: 9 March 2024

Full Name: RICHARD MARTIN HILLIER

Signature: 

Position: CO-FOUNDER

Dated: 13/3/24.



Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name Stage Theatre Society		
On accounts for the year ended	31st May 2023	Charity no (if any)	1141080
Set out on pages	7,8,9 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 05 / 2023 .

Responsibilities and basis of report As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.


Independent examiner's statement [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:  Date: 21-2-2024

Name: DAVID COLEMAN

Relevant professional qualification(s) or body (if any): None

Address:

44 Thorncliffe Close
Chatham, Kent
ME5 9SW

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, *Independent examination of charity accounts: directions and guidance for examiners*).

Give here details of any items that the examiner wishes to disclose.

None.