



Charity registration number

1141080

Trustee Annual Report and accounts
For the period

1st June 2020 – 31st May 2021

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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 2020 – 31st May 2021.

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 is reviewed each year at the A.G.M

METHOD OF APPOINTMENT OF TRUSTEES

Richard Hillier and Daniel More are co-founding permanent trustees of the charity. All other trustees are nominated annually at the A.G.M. The trustees work with the elected parent committee to run the charity over the year. People are invited annually to our A.G.M 14 days prior and invited to take interest and fill vacant committee places.

Remaining trustees are normally filled by the elected Chair and Vice-Chairperson of the charity.

ORGANISATION AND DECISIONS

The policy and general management of Stage Theatre Society is overseen by the parent committee, with final decisions being made by the Co-Founders of the group. The parent committee consists of: -

- Co-founders / Treasurer
- Chairperson
- Vice Chairperson
- Secretary
- Child Welfare Officer (not voted)
- Publicity Officer (not voted)
- Sponsorship Officer (not voted)
- Events Manager (not voted)
- Additional parent committee members.

STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES

The parent committee is responsible for managing and organisation of Stage Theatre Society and hold regular meetings, as necessary, to the effect. Duties include but are not limited to:

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

AIMS AND OBJECTIVES OF THE CHARITY

The parent committee 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

The past year has been somewhat different to our typical programme of events.

After Pippin was completed in the previous year, STS was about to embark on its production of Oliver! However, this was postponed due to COVID – leading to the group cancelling the show – and refunding money due – we must take the opportunity here to thank the various people that chose not to have their fees refunded – to support the interests of keeping the group running.

With the group currently without a show to perform, and no immediate sign of a return to normality, we made the decision to keep the group going in the background – to ensure that interest was there for our eventual return. We were able to make use of the new world of online video conferencing to host quiz nights, dance workshops and even a charity fundraiser for the NHS.

Throughout the various guidance changes, we were fortunate to fall into the category of being a youth organisation. So, with the correct risk assessments in place, we ran a series of workshops to help phasing people back towards normal life. These were very successful, well attended and kept the spirit of STS alive. It is clear that when the group returns to normal – it will be well received.

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 committee. 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 2021**

RECEIPTS INTO STS	UNRESTRICTED FUNDS	RESTRICTED FUNDS	ENDOWMENT FUNDS	TOTAL FUNDS	ROUNDED
EVENT INCOMES	£4,124.40	£ -	£ -	£4,124.40	£4,124
REFUNDS	£500.00	£ -	£ -	£500.00	£500
DONATIONS / SPONSORSHIP	£535.00	£ -	£ -	£535.00	£535
	£ 5,159.40	0	0	£5,159.40	£5,159.40

EXPENDITURE FROM STS

Charitable expenditure	£7,943.87
Excess (deficit) of Income over expenditure	(£2,784.47)
Balances bought forward	£7,838.24
Balances carried forward	£5,053.77

**STAGE THEATRE SOCIETY- EXPENDITURE
YEAR ENDED MAY 31ST 2021**

EXPENDITURE FROM STS	UNRESTRICTED FUNDS	RESTRICTED FUNDS	ENDOWMENT FUNDS	TOTAL FUNDS	ROUNDED
HALL HIRE	£330.75	£ -	£ -	£330.75	£331
GARAGE HIRE	£841.75	£ -	£ -	£841.75	£842
ADVERTISING	£159.35	£ -	£ -	£159.35	£159
EQUIPMENT PURCHASES	£240.15	£ -	£ -	£240.15	£240
SET CONSTRUCTION	£337.75	£ -	£ -	£337.75	£338
INSURANCE	£364.00	£ -	£ -	£364.00	£364
EVENT EXPENSES	£2,943.82	£ -	£ -	£2,943.82	£2,944
BANK CHARGES	£0.96	£ -	£ -	£0.96	£1
REFUNDS	£2,725.34	£ -	£ -	£2,725.34	£ 2,725
	£7,943.87	0	0	£7,943.87	£7,943.87

**STAGE THEATRE SOCIETY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st MAY 2021**

2020/2021

Cash at bank	£ 4,726.42
Cash in hand	£ 327.35
Physical assets	£ 8,363
Plus debtors	£ 0
Minus creditors	£ 0
 Nett assets	 £ 13,416.77

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

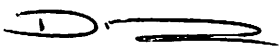
As a charity we may receive donations from people or organisations that are intended for a specific purpose. At present Stage Theatre Society does not have any funds that fall into such category. Our funds are currently unrestricted.

**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: 27.2.22

Full Name: RICHARD MARTIN HILLIER

Signature: 

Position: CO-FOUNDER

Dated: 27/2/2022