

Company Registration Number 02612362

Registered Charity Number 1016172

NOVEMBER CLUB

(A COMPANY LIMITED BY GUARANTEE)

REPORT AND ACCOUNTS

For the year ending 31 March 2022

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2022

The Trustees, who are also Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	November Club
Charity registration number	1016172
Company registration number	02612362
Registered office	54A Newgate Street, Morpeth, Northumberland NE61 1BE

Trustees

For the purposes of the Companies Act 2006, the Board of Trustees is the Board of Directors of the charitable company and is referred to as the Trustees throughout this report.

The Trustees of November Club during the period and to the date of signing this report are as follows:

Mrs F Standfield (Chair)	
Ms E Allen	
Mr C Foxon	Appointed 28 April 2021
Ms J Henderson CBE	
Ms C Hindle	
Ms S Stovall	
Ms F Whitehurst	Appointed 28 April 2021
Mr R Williamson	Resigned 28 February 2022

Company Secretary Ms A Perrett

Bankers Co-operative Bank, Balloon Street, Manchester M60 4EP

Independent Examiner Mr P O'Hara FCA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

November Club is a charitable company limited by guarantee, incorporated on 20 May 1991, as European Players Theatre Company, and registered as a charity on 12 January 1993.

It was established under the Memorandum of Association that established its objects and powers and is governed under its Articles of Association, as amended by special resolutions dated 29 November 1992, 29 November 1995 and 6 November 2014.

On 2 October 2010, the company changed its name to November Club.

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STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Governing Documents (Cont.)

The Directors of the company are also Trustees of the charity.

Eligibility for membership of the charity, and membership of the Board of Trustees, is governed by the Articles of Association. There are no restrictions in the governing document on the operation of the charity other than those imposed by general charity law.

Charitable Purpose

November Club's charitable objects are to advance education for the public benefit through the promotion of the arts with particular but not exclusive reference to the dramatic arts.

Structure and Governance

The charity currently has a board of 7 non-executive Trustees.

The Board meets a minimum of four times per year and has taken advantage of the provisions of the Companies Act enabling the waiver of the need to conduct an Annual General Meeting.

Detailed written Board reports and an agenda are prepared by the Business & Operations Director and circulated in advance of meetings.

Recruitment and Appointment of Board of Trustees

Potential Trustees are identified through discussions and recommendations offered by existing Trustees and outside advisors to the organisation, as well as through the formal advertisement of vacancies through arts and charitable networks. Trustee applicants complete an application process and undergo an interview with a trustee recruitment panel, including the Chair and the Artistic Director/CEO, before being recommended to the full Board. Trustees are appointed once the Board has authorised the selection, and on completion of the necessary registration paperwork. From time to time, the Trustees elect a Chair and determine for what period the Chair is to hold office.

Trustee Induction and Training

New Trustees are inducted by the Chair of the Board, other Trustees and the staff team. They are provided with a range of resources to support their understanding of November Club activities.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

The Trustees aim to firstly hold a level of unrestricted Reserves which enables the charity to have sufficient financial resources to meet various liabilities which would crystallise if November Club's funding were to be withdrawn and/or it were unable to continue operating.

At present, the Trustees estimate that the Unrestricted Reserves required for such purposes amount to approximately £24,000.

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STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Reserves Policy (Cont.)

If possible, the Trustees then aspire to retain an additional allowance of £10,000 to £20,000 to enable the charity to respond flexibly to issues or appropriate initiatives which might be identified outside of its annual budgeting process.

The required level of Reserves is therefore in the range of £34,000 to £44,000. November Club currently holds total Unrestricted Reserves of £56,071 at 31 March 2022.

Although this provides a small degree of additional contingency, the Trustees are mindful of the need not to hold excess reserves and hence have agreed both a deficit budget of c£10k for the 2022/23 financial year and to designate formally a further £10,000 towards future brand development work. Consequently, 'free' Unrestricted Funds are in the region of £35,203 at 31 March 2022 and hence within the aspirational range.

The charity intends through its financial management and budgeting processes to maintain its Reserves over the next two years to hold sufficient to cover its liabilities and to enable it to continue to respond flexibly.

This policy will be reviewed by the Trustees on an annual basis as part of the charity's budgeting processes.

The Trustees regularly review specific liabilities at each Board meeting. The Reserves Policy is revisited by the Board annually in the light of progress against budget and is updated at the time of drafting the annual accounts.

Fundraising

November Club is not currently signed up to the Code of Fundraising Practice and is not registered with the Fundraising Regulator, though it is open to reviewing this when it has the resources to do so. It does not use third-party organisations to seek donations from the general public or from businesses.

If individuals wish to complain about its fundraising activities, they can contact November Club by emailing info@novemberclub.org.uk. This email address is accessible through its website. To date November Club has not received any complaints about its fundraising.

Grant making policies

The charity does not currently engage in grant-making activity.

Contribution of volunteers

The charity makes use of volunteers within its productions and to support its activities.

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OBJECTIVES AND ACTIVITIES

Aims & Objectives

November Club has three strategic objectives, to:

1. Create outstanding original work in non-traditional spaces, collaborating with a diverse range of creative voices and technical talent.
2. Engage meaningfully with our communities through our work to improve our work, our region and to grow talent.
3. Govern and manage the organisation and its resources efficiently and ethically (in line with Charity Commission regulations and guidance).

Its artistic programme is underpinned by the following goals, to:

1. Develop a structural approach to talent development and the careers and opportunities of professionals that work with it. This requires November Club to continue to work with new freelancers and take creative risks.
2. Work with new and established partners and communities across the county, improving its region and contributing to a flourishing and creative region.
3. Develop November Club's creative assets including its ongoing digital programme.
4. Embrace its civic role in Northumberland, and its leadership and support role in its sector. It does this through creating exceptional work and raising the profile of the company.
5. Respond to requests for commissions and consultancy where capacity allows.

ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity during the year

Repeat Signal

Repeat Signal was a piece of digital theatre created in collaboration with a group of young people and filmed at Woodhorn Colliery, facilitated by Museums Northumberland. During May and June, seven young people from British, Syrian and Kurdish communities took part in online workshops with the writer, Tatty Hennessey; to help develop ideas for the production's script. The young people were also offered behind-the-scenes access and an opportunity to meet the Director and cast. Repeat Signal involved freelance actors and technicians and was the first piece of work directed by November Club's new Artistic Director. The performance took place in the Winding Room and was streamed via You Tube over a two-week period. The show was created with closed captions, with Arabic subtitles and with BSL interpretation.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

By 31 March 2022, 364 people had accessed a version of Repeat Signal. It is not possible to establish how many watched the film at each sitting therefore this is a minimum audience number.

Format	Download numbers
Repeat Signal original stream	342
Repeat Signal audio described stream	15
Repeat Signal British Sign Language stream	7
Total	364

November Club uses the Impact and Insight Toolkit, championed by Arts Council England, to assess its public benefit. The Toolkit asks audiences to comment on a number of 'dimensions' when evaluating a project. Arts Council England have identified six 'core' dimensions and November Club has gradually focused its evaluations on measuring these. Audiences enter a number between 0 (strongly disagree that this dimension can be found in the production) to 100 (strongly agree this dimension can be found in the production). The dimension scores are then compared against the scores from similar organisations to give a percentile comparator. By using this mechanism and by analysing qualitative feedback, November Club believes that it demonstrates identifiable benefits from its work.

Audiences scored the core dimensions for Repeat Signal as follows:

Dimension being measured	Average score
Captivation - It was absorbing and held my attention	84
Rigour - It was well thought through and put together	84
Relevance - It had something to say about the world in which we live	85
Challenge- It was thought provoking	82

Audiences rated Repeat Signal in the top 76 percentile for Relevance and within the top 68 percentile for Challenge in comparison with its peers.

Social media feedback regarding Repeat Signal included the following messages:

"Really powerful storytelling in #RepeatSignal and incredible performances from Sulin and Jake, particularly during the bells' scene."

"Repeat Signal hints at a new way of reaching audiences post-pandemic - something extra and exciting, perhaps, rather than an alternative. It also speaks volumes of this company's ambition."

"It's powerful, thought provoking, engaging, sweet, sad, scary & funny... I want to watch again."

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

The young people's contributions were integral to the development of the piece, and their feedback shows how they benefitted from working on the project:

"(U)nfortunately, I lost a friend at a young age and I thought the way he (a character in the play) was talking about Eddie felt very real and very similar to my own experiences. And it made me smile, recognising that in him." British female participant.

"I felt related with Bibi, and how she left the country and she is here in Ashington, but her thinking and her mind's still with her family and she wants to show them what she's seeing. I feel we've experienced it all, so I felt really related to her and her story." Kurdish male participant.

Walk in Your Shoes / Doorstep Theatre

In July and August, November Club delivered a major program of walks and theatre in communities across Northumberland. The work was spread across the county from Hexham to Spittal, near Berwick. Walk in Your Shoes consisted of nine public walks varying in length from three to twelve miles, loosely following St Oswald's Way. The walks were free of charge. They were marketed to the public and to Northumberland's Social Prescribing Link Workers. Participants in the walk ranged from infants aged 8 months old to people in their eighties.

Doorstep Theatre, an original show devised by freelance actors and director Nathan Crossan-Smith, focused on modern miracles attributed to St Oswald and was performed on the 'doorsteps' of communities along the route. Performances took place in Hexham, Great Whittington, Thropton, Felton, Amble, Longhoughton, Lowick and Spittal and were offered for free.

Doorstep Theatre

A total of 388 individuals watched Doorstep Theatre either in their own gardens or in a community venue as shown below:

Location	Download numbers
Garden	101
Village Hall / Community Space	287
Total	388
Of which:	
No. of adults	344
No. of children	44

Whilst the Impact and Insight Toolkit was used to evaluate audience responses to Doorstep Theatre, the data was collated through paper forms and this has meant that we cannot compare Doorstep Theatre feedback to work from similar organisations.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

However, the table below shows the scores that audiences allocated to the core dimensions.

Dimension being measured	Disagree	Not Sure	Agree	Strongly Agree
Captivation - It was absorbing and held my attention			39%	58%
Concept - It was an interesting idea			27%	71%
Distinctiveness - It was different from things I've experienced before	5%	2%	39%	53%

November Club received the following qualitative feedback from audience members:

"Not seen theatre for a long time, due to the pandemic. It was good to see live performance again and in the open air. Good to have storytelling felt safe and kept interest and enjoyment." – Lowick audience.

"It was lovely to have someone come and perform on our doorstep, it's really lovely to have something so personal and feel part of a community." – Longhoughton audience.

"Amusing and very entertaining, a fresh and new idea with a lovely insight into Northumbrian culture and history." – Longhoughton audience.

Walk in Your Shoes

60 individuals (56 adults and 4 children) participated in the walks. Of these, 6 adults also acted as volunteers. 17 people (28% of walkers) participated in more than one walk, meaning that in total the walkers walked 88 walks across the project.

Audiences scored the core dimensions for the walk element of the project as follows:

Dimension being measured	Average score
Captivation - It was absorbing and held my attention	89
Rigour - It was well thought through and put together	93
Relevance - It had something to say about the world in which we live	88
Challenge- It was thought provoking	81
Concept - It was an interesting idea	93
Distinctiveness - - It was different from things I've experienced before	86

Audiences rated Walk in Your Shoes in the top 74 percentile for Captivation, 95 percentile for Rigour, 83 percentile for Relevance, 63 percentile for Challenge, 94 percentile for Concept and 95 percentile for Distinctiveness.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

November Club received the following qualitative feedback from audience members:

'It brought people together after a long period of isolation. It got me thinking about community and arts and culture, and ways of delivering theatre in the future. The performance aspect was excellent (Hexham). Very engaging. Very amusing and grounded in the community. The November Club team were very helpful, organised and attentive to people's needs. It felt like a very inclusive event.'

'First walk I have done with a group of people for a long time so this was a bit different. It was unusual as the connection was theatre and not something you would expect. This was good though since I wouldn't normally join a walking group! I was sad I could not join in more actually, I would have done all the walks now given the chance! It was well planned and executed.'

Food and Feuds

Food and Feuds was an imaginary time-travelling performance bringing together historical Hexham based cookbook writers, Hannah Glasse and Ann Cook, with Esther Blumenberry, a fictional modern television cook who oversees the resolution of Hannah and Ann's longstanding feud. The production was directed by November Club's previous Artistic Director, Cinzia Hardy, written by Fiona Ellis and designed by Imogen Clöet. It featured two films created by members of Beacon Films (a company who work with people who have learning disabilities, autism and additional needs). In partnership with Hexham Abbey, Queens Hall Arts and Meerkat Films, November Club provided three R&D performances at Hexham Abbey, one of which was live streamed – a first for November Club.

Preceding these performances November Club delivered an audience development programme in partnership with Northumberland Archives, which involved the creation and distribution of two short films featuring Hannah Glasse – 'The Rebels' and 'Currey the India Way'. The films were previewed at the Forum Cinema Hexham as part of the Heritage Open Days then hosted on Northumberland Archive's Learn platform and shared via the organisations' social media platforms. The live recording continues to be available on-demand, and has been seen by audiences as far away as the United States.

A total of 357 individuals experienced Food and Feuds in one of its many formats.

Format	Views
'Hannah Glasse Saves the Nation' original stream	27
'Hannah Glasse Saves the Nation' audio described stream	105
'The Rebels' original stream	52
'The Rebels' audio described stream	13
'Currey the Indian Way' original stream	28
'Currey the Indian Way' audio described stream	15
'Food and Feuds' live audience	86
'Food and Feuds' live Stream	21
'Food and Feuds' stream on demand	10
Total	357

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

Audiences scored the core dimensions for Food and Feuds as follows:

Dimension being measured	Average score
Captivation - It was absorbing and held my attention	86
Rigour - It was well thought through and put together	89
Relevance - It had something to say about the world in which we live	85
Challenge- It was thought provoking	78
Concept - It was an interesting idea	89
Distinctiveness - - It was different from things I've experienced before	85

The audience scored the show in the top 58 percentile for Captivation, 75 percentile for Rigour, 81 percentile for Relevance, 54 percentile for Challenge, 80 percentile for Concept, and 82 percentile for Distinctiveness.

The peer reviewers provided the following qualitative feedback:

“An insightful, educational and entertaining show about a piece of local Northumberland history, which was brought to life beautifully. The writing, direction and performances were brilliant, and it was fantastic to see the beautiful Hexham Abbey used as a backdrop.” Peer

“Well done November Club team! Clearly a lot of work gone into it and a lot of thoughtful touches - it felt very human and I liked that! Oh - also LOVED the musical contributions too. Great addition and was nice way to marry the two art forms together”. Peer

Talent Development

November Club’s Artistic Director/CEO has mentored three artists/creatives/organisations through Arts Council England Project Grant applications.

The company provided in-kind office space to Meta4 Dance, a young dance company based in Guyzance, Northumberland.

November Club supported Half Man II Half Bull, a collection of artists from rural Yorkshire, to develop their Theseus and Daedalus audio work into a blind-accessible piece. Half Man II Half Bull shared their learning with November Club helping the company to create a more accessible Walk in Your Shoes project.

November Club’s work with young people and emerging creatives on Repeat Signal was focussed on the development of young people as makers. This included young people who were early-stage creatives from Project A at the Newcastle Theatre Royal.

November Club’s Artistic Director/CEO delivered a site-specific theatre workshop for Theatre & Performance BA (Hons) students at Northumbria University.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

Business Operations

Aside from the normal operational tasks required to effectively run the business, November Club completed a number of unique strategic and operational tasks in 2021/2022. Following Arts Council England's release of its Investment Principles in the Summer of 2021, November Club undertook an audit of its performance against the principles. This triggered additional activity such as reviewing the Mission, Vision and Values; creating a Theory of Change; reviewing the Business Plan (content and format), undertaking a skills audit of the board and staff team; triggering research into Northumberland audiences in partnership with other local cultural organisations; and implementing the Self and Peer assessment elements of the Impact and Insight Toolkit.

Public Benefit

The Trustees understand and have discussed the implications of the provisions of the Charities Act 2006, which state that all charities must meet two key principles and i) demonstrate that they are established for public benefit, and ii) have had due regard to the public benefit guidance issued by the Charity Commission. November Club's beneficiaries are appropriate to its aims, and the public benefits from its work. Benefits are evidenced and relate directly to its aims. The Trustees do not consider that any detriment or harm flows from its work. Therefore the Trustees believe that the charity meets both key principles.

Income and Expenditure

It has cost November Club £234,518 to provide its services this year. Around 42% of expenditure can be allocated to producing Repeat Signal, Walk in Your Shoes/Doorstep Theatre and Food and Feuds; 41% can be allocated to staff salaries and the costs associated with employing people; 6% relates to costs incurred in undertaking the one-off audience research project; around 3% represents the cost of leasing and running the office premises; just over a further 3% is the costs of its IT provision including its website and the remaining 5% relates to miscellaneous operational costs.

The income to cover this expenditure comes from a variety of sources. However, 2021/2022 has been unusual in funding terms. In 2020/2021 Arts Council England opened its Project Grants to National Portfolio Organisations and created the Cultural Recovery Fund. November Club benefitted from this exceptional income in 2021/2022 resulting in roughly 82% of its income coming from Arts Council England. November Club continued to benefit from an annual grant from Northumberland County Council and received additional support to fund the audience research it undertook in partnership with other cultural organisations in Northumberland. It also received a small grant from Citizens Advice Northumberland via the National Lottery to partner in a county wide project to link social prescribing link workers to health-related charitable activity. This contributed towards the programme of public walks undertaken along St Oswald's Way and has increased November Club's connections with the wider third sector in Northumberland.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

November Club took the decision to use part of its Cultural Recovery Fund to offer its summer programme of Walk in Your Shoes for free, consequently less than 1% of November Club's income was derived through sales or commission. Most of this income came from Food and Feuds whose audience numbers, and therefore ticket income, suffered from the onset of the Omicron variant of COVID. November Club does not expect its income from ticket sales to form a significant element of its funding portfolio because of the nature of the work it delivers.

November Club's lack of live work in 2020/2021 affected its ability to make any claim for Theatre Tax Relief in 2021/2022. It anticipates a higher income from Theatre Tax Relief in 2022/2023. It also made a small Gift Aid claim.

November Club raised £2,663 through donations. It undertook a successful Just Giving campaign to sponsor the Artistic Director/CEO walking 125 miles. It also secured additional donations as a result of taking ticket sales in-house and encouraging purchasers to make additional donations as they purchased tickets. However, the number of donors in its Secret Garden Keyholders scheme reduced during the year. November Club has set a challenging target to match this year's level of donations in 2022/2023.

It received generous in-kind donations totalling £1,720 for Food and Feuds from Hexham Abbey, Hepple Gin, Northumberland Pantry and the writer, Fiona Ellis.

The out-turn for the year is an overall surplus of £762, with a deficit of £(4,238) on Unrestricted Funds (2020/21 unrestricted deficit of £(26,039)).

The deficit will leave a balance on Unrestricted Funds at 31 March 2022 of £56,071.

Risk Management

As part of its annual business planning process, the Trustees of the charity regularly review the major governance, operational and financial risks the charity faces and confirm that systems have been established to mitigate these risks.

November Club has a risk management strategy in place which comprises:

- an annual review of the strategic risks the charity may face via the business plan,
- the establishment of systems and procedures to mitigate those risks identified,
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Risk Management (Cont.)

The Trustees are satisfied that appropriate financial systems and controls and employment policies and practices are in place and consider the key risks facing the charity at this time to be:

- The ongoing uncertainty associated with the impact of the COVID-19 pandemic and society's susceptibility to future viral pandemics.
- The financial risks arising if the organisation is unable to attract sufficient funding to realise its planned projects and productions to the scale and quality to which the company aspires and in particular, the potential loss of Arts Council England funding in the next round of national portfolio funding.
- The loss of key funders should the individuals with whom it has built relationships leave their current roles.
- The likely need to move premises given its landlord's recent activity.
- The need to improve its management of data to help it deliver its business objectives.
- The potential impact on projects if staff absence means that it cannot deliver planned work.
- The need to ensure its board and staff reflect the broad range of learned and lived experiences relevant to the communities in which it works.
- The potential impact on governance functions if Trustee turnover increases.

The Trustees have managed the potential impact of these risks by:

- Introducing contingency planning to cater for ongoing social distancing measures.
- Setting prudent budgets for the next financial year.
- Breaking productions down into separately funded stages that can deliver public benefit in their own right.
- Maintaining a low-cost base.
- Reviewing its mechanisms for attracting charitable funding from trusts and foundations.
- Providing regular management accounts, showing performance against budget.
- Contingency planning for the actions to take if income appears unlikely to reach its target, particularly once Arts Council England announce, in autumn 2022, which organisations will form its future National Portfolio.
- Planning an office move.
- Planning the implementation of a Customer Relationship Management system.
- Adopting a Reserves policy which provides an appropriate amount of uncommitted Reserves, at a level that will always enable the charity to meet all its liabilities, even if income targets are not achieved.
- Creating work plans that specify how work can be re-scheduled or allocated to freelance staff.
- Monitoring Trustees' commitment to the organisation and scheduling Trustee recruitment as appropriate.

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PLANS FOR FUTURE PERIODS

Artistic Programme

November Club has set the following artistic objectives for 2022/2023:

- Undertake a research and development process to create a compact piece of modern contemporary theatre that speaks to the communities of Northumberland and which will be mounted fully in 2023/2024. November Club will partner with at least one of the communities involved with Walk in Your Shoes/Doorstep Theatre to build this work.
- Deliver a site-specific show at Seaton Delaval Hall, working in partnership with The National Trust and Circus Central.
- Start the consultation process for Cambois Creates, an 18-month project with The Institute, a community group in Cambois run by Dandelion Creative, to build a piece of site-specific theatre across Cambois and Sleekburn. This project will develop November Club's model of working with communities to co-create professional work in their unique places and spaces.
- Build a structured talent development programme to run through the core of November Club's work. During 2022/2023 the company will also gather evidence of the benefit of the programme with the aim of attracting longer-term funders.
- Create a programme of development for our first young Associate to act as a model for our future talent development programme.
- Provide support to freelancers and micro companies to develop their creative ideas; including working with the Kino Foundation in Portsmouth to help them deliver a site-specific show in November 2022; and working with Meta4Dance to build their funding capacity.

The company's intention is that this programme demonstrates to Arts Council England how it is embedding the Arts Council England *Let's Create* strategy in its work.

Business Management and Administration

November Club will recruit additional Trustees to ensure that its board contains Trustees with a broad range of lived and learned experiences relevant to the communities with which it works.

November Club will re-bid for Arts Council England National Portfolio Organisation status and will take steps to ensure that Arts Council England's Investment Principles are embedded in its organisational processes and that its audience engagement and development strategy reflects the vision it has for the future.

It will implement a Customer Relationship Management system to better manage a wide range of organisational data and to improve its strategic and tactical decision making.

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RESPONSIBILITIES OF THE TRUSTEES

The Trustees (who are also the Directors of November Club for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed by order of the Trustees



Andrea Perrett
Company Secretary
Company Registration Number 02612362

16 May 2022

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF NOVEMBER CLUB FOR THE YEAR ENDED 31 MARCH 2022

I hereby report to the Trustees of November Club (Charity Registration Number 1016172) on my examination of the accounts for the year ended 31 March 2022 set out on pages 17 to 28.

Responsibilities and Basis of Report

As the charity's Trustees (and also its directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

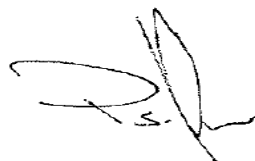
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods or principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

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.



Pete O'Hara, FCA, Chartered Accountant
Fellow of the Institute of Chartered Accountants in England & Wales

4 Stoneyhurst Road West, Gosforth, Newcastle upon Tyne NE3 1PG

16 May 2022

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income					
Income from Investments	3	63	-	63	213
Income from Donations & Legacies	4	2,800	-	2,800	1,933
Income from Charitable Activities	5	174,006	58,411	232,417	175,428
Total Income		176,869	58,411	235,280	177,574
Expenditure					
Cost of Raising Funds	6	200	-	200	-
Expenditure on Charitable Activities	7	180,907	53,411	234,318	169,036
Total Expenditure		181,107	53,411	234,518	169,036
Net Income/(Expenditure)		(4,238)	5,000	762	8,538
Balance brought forward at 1 April		60,309	-	60,309	51,771
Balance carried forward at 31 March	15	£56,071	£5,000	£61,071	£60,309

The notes on pages 19 to 28 form part of the financial statements.

All of the activities of the company are classed as continuing.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

**NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL POSITION/BALANCE SHEET
AS AT 31 MARCH 2022**

	Notes	2022 £	2021 £
Fixed Assets			
Tangible Fixed Assets	11	868	1,188
Current Assets			
Debtors	12	1,369	6,178
Cash At Bank & In Hand		73,235	72,827
		<u>74,604</u>	<u>79,005</u>
Creditors – Amounts Falling Due Within 1 Year	13	(14,401)	(19,884)
Net Current Assets/(Liabilities)		<u>60,203</u>	<u>59,121</u>
Total Net Assets	14	<u>£61,071</u>	<u>£60,309</u>
Represented by:			
Unrestricted General Funds	15	46,071	50,309
Unrestricted Designated Funds	15	10,000	10,000
Restricted Funds	15	5,000	-
		<u>£61,071</u>	<u>£60,309</u>

The notes on pages 19 to 28 form part of the financial statements.

The Trustees are satisfied that for the year ended 31 March 2022 the charity was entitled to exemption under section 477(2) of the Companies Act 2006.

The Trustees also confirm that the Members have not required the charity to obtain an audit in accordance with section 476 of the Companies Act 2006

The Trustees acknowledge their responsibilities for:

(i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements were approved and signed by a Member of the Board of Trustees on 16 May 2022.



**Fiona Standfield
Chair of the Trustees
Company Registration Number 02612362**

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies

Basis of Accounting

These financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 – 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ('FRS 102'), and with the Companies Act 2006 and the Statement of Recommended Practice (Charities SORP FRS 102) "Accounting and Reporting by Charities" and the Charities Act 2011.

The financial statements have been prepared on the historical cost basis, modified to include certain financial instruments at fair value.

Advantage has been taken of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a statement of cashflows.

The financial statements are prepared in sterling, which is the functional currency of the charity.

Taxation Status

November Club is a Charity registered under the 1960 Charities Act and is accorded exemption from liability to taxation on its income under S505 Income and Corporation Taxes Act 1988.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Income

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy.

The following specific policies are applied to particular categories of income:

- Donations and legacy income is received by way of donations, legacies, grants 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.
- Investment income is included when receivable.
- Income from charitable trading activity is accounted for when earned.
- Other income is accounted for when receivable.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies (Continued)

Operating Leases

The charity classifies the lease of certain types of equipment as operating leases as the title to the equipment remains with the lessor. Rental charges are charged against income on a straight-line basis over the period of the lease.

Tangible Fixed Assets and Depreciation

Depreciation is provided on any fixed assets at rates calculated to write off the assets over their remaining useful lives as follows:

IT & Office Equipment - 33% per annum straight line

A full year's depreciation charge is applied in the year of acquisition and no charge is made in the year of disposal.

Impairment of Fixed Assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Financial Instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost where there is a material adjustment.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the purposes of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for specific purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies (Continued)

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events believed to be reasonable under the circumstances.

There are no significant judgements or estimation uncertainty included within the financial statements.

Pensions

November Club contributes to a defined contribution pension scheme.

For the defined contribution scheme, the amount charged to the Statement of Financial Activities in respect of pension costs is the contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the Balance Sheet. Further details can be found in Note 9.

2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1. The company law members of the charity are the members of its Board of Trustees.

3. Income from Investments

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Bank Interest Receivable	63	-	63	213
	£63	£-	£63	£213

The 2021 total of £213 was wholly attributable to Unrestricted Funds.

4. Income from Donations & Legacies

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Donations & Gift Aid	2,800	-	2,800	1,933
	£2,800	£-	£2,800	£1,933

The 2021 total of £1,933 was wholly attributable to Unrestricted Funds.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

5. Income from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Grant Income				
Arts Council England - Cultural Recovery Fund	45,000	-	45,000	-
Arts Council England - Food & Feuds	-	45,911	45,911	-
Arts Council England - NPO	102,530	-	102,530	102,530
Austin & Hope Pilkington Trust via the Community Foundation Tyne & Wear	-	-	-	1,000
Barmoor Wind Farm via the Community Foundation Tyne & Wear	-	-	-	1,999
Blyth Town Council	-	-	-	1,000
Cause 4 Heritage	2,000	-	2,000	-
Coronavirus Job Retention Scheme	-	-	-	2,087
Garfield Weston Foundation	-	-	-	15,000
Joicey Trust	-	-	-	2,000
Northumberland Citizens Advice Bureau	-	7,500	7,500	-
Northumberland County Council	9,721	5,000	14,721	24,000
PRS Foundation	-	-	-	2,600
	159,251	58,411	217,662	152,216
Other Income				
Theatre Tax Relief	-	-	-	17,954
Ticket/Resources Sales	1,548	-	1,548	1,646
Commissions & Consultancy Fees	12,850	-	12,850	3,000
Other Income	357	-	357	612
	14,755	-	14,755	23,212
	£174,006	£58,411	£232,417	£175,428

Of the 2021 total of £175,428, £160,742 was attributable to Unrestricted Funds and £14,686 to Restricted Funds.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

6. Expenditure on Raising Funds

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Fundraising Consultancy	200	-	200	-
	£200	£-	£200	£-

7. Expenditure on Charitable Activities

	Unrestricted Funds	Restricted Funds	2022	2021
	£	£	£	£
Production/Project Costs				
Walk In Your Shoes - The Walk/Doorstep Theatre	25,874	7,500	33,374	-
Food & Feuds	882	45,911	46,793	2,706
Freelance Fees	-	-	-	5,853
Creative Digital Programme	17,598	-	17,598	-
Audience Research Project	13,200	-	13,200	-
Lost, Found & Told	30	-	30	31,768
Maurice O'Connell Bursary	-	-	-	5,000
Research & Development/Other Projects	49	-	49	5,661
Salaries & On Costs	91,208	-	91,208	92,274
	148,841	53,411	202,252	143,262
Support Costs				
Premises Costs	7,250	-	7,250	6,067
Other Marketing & Administration Costs	21,107	-	21,107	15,487
	28,357	-	28,357	21,554
Governance Costs				
Accountancy & Payroll Fees	2,403	-	2,403	2,769
Independent Examiner's Fees	1,200	-	1,200	1,200
Legal & Professional	13	-	13	13
Trustee Meeting Costs	93	-	93	238
	3,709	-	3,709	4,220
	£180,907	£53,411	£234,318	£169,036

Of the 2021 total of £169,036, £148,350 was attributable to Unrestricted Funds and £20,686 to Restricted Funds.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

8. Net Income/(Expenditure)

	2022	2021
	£	£
Net income/(expenditure) is stated after charging/(crediting):		
Depreciation	769	620
Independent Examiner's Fees	1,200	1,200
Operating Leases – Land & Buildings	3,500	3,500
	<hr/>	<hr/>

9. Staff Costs & Trustees' Remuneration

	2022	2021
	£	£
Gross Salary Costs	86,330	87,547
Employer's National Insurance	3,037	2,966
Employer's Pension Contributions	1,841	1,761
	<hr/>	<hr/>
	£91,208	£92,274

No employee received remuneration of more than £60,000 during the year (2021 - Nil).

The average number of staff employed during the year, calculated as full-time equivalents, was as follows:

	2022	2021
	No	No
Artistic Production and Support	3	3

No remuneration has been paid to any Trustees/Directors in the year.

No travel and subsistence expenses (2021: None) were reimbursed to Trustees in respect of their attendance at meetings of the charity.

10. Pension Scheme

Pension benefits are provided through a Group Personal Pension Scheme, which is a defined contribution scheme. The assets of the scheme are held separately from those of the company in a separately administered fund. In the year to 31 March 2022 November Club made an employer's contribution of 3% of pensionable pay, provided that the employee makes a minimum contribution of 5%.

These amounts are paid over to the scheme on a monthly basis.

Contributions totalling £324 were outstanding at 31 March 2022 (2021: £373).

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

11. Tangible Fixed Assets

	IT & Office Equipment £	Total Fixed Assets £
Cost		
At 1 April 2021	5,921	5,921
Additions in year	449	449
Disposals	-	-
At 31 March 2022	6,370	6,370
Accumulated Depreciation		
At 1 April 2021	4,733	4,733
Charge for year	769	769
Disposals	-	-
At 31 March 2022	5,502	5,502
Net Book Value		
At 31 March 2022	£868	£868
At 1 April 2021	£1,188	£1,188

12. Debtors

	2022 £	2021 £
Trade Debtors	-	3,000
Prepayments	1,369	2,658
Accrued Income	-	520
	£1,369	£6,178

All sums are due within 1 year.

13. Creditors – Amounts Falling Due Within 1 Year

	2022 £	2021 £
Trade Creditors	-	1,349
Other Taxes & Social Security Costs	1,509	3,592
Deferred Income	9,721	9,721
Other Creditors	-	1,459
Pension Scheme	324	373
Accruals	2,847	3,390
	£14,401	£19,884

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

14. Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Fixed Assets	868	-	868	1,188
Debtors	1,369	-	1,369	6,178
Cash at Bank and In Hand	68,235	5,000	73,235	72,827
Creditors – Amounts Due Within 1 Year	(14,401)	-	(14,401)	(19,884)
	£56,071	£5,000	£61,071	£60,309

15. Analysis of Charitable Funds

	Fund at 1 April 2021	Incoming Resources in Year	Resources Expended in Year	Fund at 31 March 2022
	£	£	£	£
Unrestricted Funds				
Charity General Fund	50,309	176,869	(181,107)	46,071
Brand Development Fund	10,000	-	-	10,000
	60,309	176,869	(181,107)	56,071
Restricted Funds				
Arts Council England - Food & Feuds	-	45,911	(45,911)	-
Northumberland Citizens Advice	-	7,500	(7,500)	-
Bureau - Walk In Your Shoes	-	-	-	-
Northumberland CC - Blyth/Cambois Project	-	5,000	-	5,000
Total Restricted Funds	-	58,411	(53,411)	5,000
Total Funds	£60,309	£235,280	£(234,518)	£61,071

Name of Designated Fund	Description, Nature & Purpose of the Designated Fund
Brand Development Fund	Towards the cost of future planned brand development
Name of Restricted Fund	Description, Nature & Purpose of the Restricted Fund
Arts Council England - Food & Feuds	Towards the cost of Food & Feuds

**NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

15. Analysis of Charitable Funds (Cont.)

Name of Restricted Fund	Description, Nature & Purpose of the Restricted Fund
Northumberland Citizens Advice Bureau - Walk In Your Shoes	Towards the costs of Walk In Your Shoes - The Walk/Doorstep Theatre
Northumberland CC - Blyth/Cambois Project	Towards the costs of a project in Blyth/Cambois

16. Related Party Transactions

The charity has a close working relationship with Arts Council England which is a registered charity and from 2012/13 has provided the majority of the grant funding which enables the charity to carry out its charitable objectives. In total, grant funding of £193,441 (2021: £102,530) was received from Arts Council England in the year.

At 31 March 2022, £Nil was owing to November Club from Arts Council England (31 March 2021: £Nil).

During the year to 31 March 2021 payments of £4,400 were made to Ms F Ellis, wife of the then Artistic Director, Ms C Hardy for scriptwriting work on the Lost, Found & Told and Hannah Glasse Saves The Nation projects.

Each of these transactions is considered to be at the appropriate market rate for such work.

No sums were owed to Ms Ellis at 31 March 2021.

Mr R Williamson, a Trustee until his resignation from the Board on 28 February 2022, is Chief Executive of the Community Foundation Tyne & Wear, via which the charity received £2,999 in grant funding in the year to 31 March 2021.

Mr Williamson took steps to ensure that he has no involvement in the decision-making process at the Community Foundation in respect of potential funding for November Club and absented himself from any November Club discussions relating to potential applications to the Community Foundation.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

17. Financial Commitments

No material financial commitments have been made in respect of future financial periods.

18. Company Limited by Guarantee

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding £1 as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There are currently 7 members of the company (2021 - 8 members).