

Company Registration Number 02612362

Registered Charity Number 1016172

NOVEMBER CLUB

(A COMPANY LIMITED BY GUARANTEE)

REPORT AND ACCOUNTS

For the year ending 31 March 2023

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

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 2023.

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:

Ms C Hindle (Chair)	
Mr J Beattie	Appointed 21 February 2023
Ms J Darby	Appointed 21 February 2023
Mr C Foxon	
Ms H Fussell	Appointed 16 May 2022
Mr M Quigley	Appointed 21 February 2023
Ms L Regan	Appointed 21 February 2023
Ms F Whitehurst	
Ms E Allen	Resigned 1 March 2023
Ms J Henderson CBE	Resigned 21 February 2023
Mrs F Standfield	Resigned 21 February 2023
Ms S Stovall	Resigned 21 February 2023

Company Secretary	Ms A Perrett
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Bankers	Co-operative Bank, Balloon Street, Manchester M60 4EP
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Independent Examiner	Mr P O'Hara FCA
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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 8 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, including a Trustee Handbook.

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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STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

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 £28,000.

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 £38,000 to £48,000. November Club currently holds total Unrestricted Reserves of £58,658 at 31 March 2023. The Trustees have agreed to designate formally £8,000 towards the redevelopment of the website and to manage an office move.

Free Reserves, defined as non-designated Unrestricted Reserves minus the value of Tangible Fixed Assets are therefore £50,267 at 31 March 2023, which is only marginally above the aspirational level.

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 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, the process to do so is contained in the Complaints Policy which is accessible from www.novemberclub.org.uk. To date November Club has not received any complaints about its fundraising.

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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

Listed below are some of the highlights of the year. Thanks to the wider November Club team including its employees, all its freelance staff and all its volunteers in their various guises for helping the company to achieve this work. Thanks also to all the funders for investing in the company's future. Finally, and most importantly, thank you to November Club's audience members, participants, and walkers for investing their time, money and support into make the events so special. November Club has:

- Produced two successful productions: one live, The Unlocked Door, and one digital, Josey.
- Entertained 456 audience members with our live theatre and 1,655 with our digital offerings, including from productions produced in previous years.
- Delivered two successful walks around Corbridge and from Bedlington to Cambois, attended by 43 people.
- Provided three of our events for free, the walks and Josey.
- Secured National Portfolio funding from Arts Council England for the next three years; this contributed to November being the most successful month of fundraising in our recent history.
- Trialled GROW, our talent development programme including offering work experience to one university intern, two school pupils and one young associate.
- Engaged over 300 participants and 17 volunteers in a variety of functions across all our projects.
- Employed 22 freelancers, including ten from the North-East and nine who are new to the company.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

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

The Unlocked Door

The Unlocked Door was a site-specific show at Seaton Delaval Hall, commissioned by National Trust and in partnership with Let's Circus. Through innovative storytelling, The Unlocked Door took audiences on an immersive theatre experience exploring some of the lesser-known narratives in the hall's past, from the dungeon of The Bastille to the parties of the Gay Delavals. Audiences walked around the Hall from one show to the next, ending in the stables with a musical set from Spin City. The event took place at night time between the 2nd and 4th November. November Club worked with artists from across the region, including from Northumberland, and integrated a trial of the GROW talent development programme.

In October 2022 November Club delivered a work in progress of the production as part of the Northumberland Strategic Cultural Network Conference.

456 individuals attended The Unlocked Door. This was a sell-out performance with a capacity of 22 people per timed slot. 63% of these audiences had never seen a November Club production before.

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). November Club aims to achieve an average score of at least 70 in each dimension. 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 The Unlocked Door as follows:

Dimension being measured	Average score
Captivation - It was absorbing and held my attention	85
Challenge- It was thought provoking	78
Concept – It was an interesting idea/programme	89
Distinctiveness – It was different from things I've experienced before	80
Relevance - It had something to say about the world in which we live	65
Rigour - It was well thought through and put together	82

The company received the following narrative feedback from audience members:

"It was, quite simply, magical. Some of the most engaging, thoughtful and thought-provoking theatre I have ever attended." Feedback on social media.

"This was a superb event. Great performances by all involved, organised perfectly from the point of view of the visitor." Audience member evaluation response.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

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

“An engaging, thoughtful and dynamic piece of theatre. It utilised the historic space beautifully, and was a bold and exciting way of interpreting the rich history of the building and its inhabitants” Peer reviewer evaluation response.

Cambois Creates

In June 2022 as part of the Platinum Jubilee celebrations, and in partnership with Alex Oates and Esther Huss, who run ‘The Institute’ in the village, November Club launched Cambois Creates. This is a two-year community engagement project in Cambois, East Sleekburn and North Blyth which will lead to a final site-specific performance in and around Cambois. Throughout the summer the partnership delivered a number of small-scale events in the area. There were 71 engagements with local residents via creative, cultural and heritage activities including woodworking, creative writing, and a local history talk. Autumn saw the delivery of creative workshops to deepen engagement with 13 participants, and a pre-Christmas sharing of activity by these participants.

Josey The Indignant Daughter

The company launched its first audio musical, available as a free podcast, on International Women’s Day, 8th March 2023. Inspired by Northumberland heroine, feminist and social reformer, Josephine Butler the musical featured voices of women across Northumberland, including a community choir made specifically for the project. November Club worked with young women in Duke’s Academy, Ashington and Cramlington Learning Village to include their voices and thoughts on female activism today.

Josey, the Indignant Daughter, has received national media coverage and been downloaded 450 times. Audiences scored the core dimensions for Josey as follows:

Dimension being measured	Average score
Captivation - It was absorbing and held my attention	83
Rigour - It was well thought through and put together	79
Relevance - It had something to say about the world in which we live	82
Challenge - It was thought provoking	78
Concept - It was an interesting idea	85
Distinctiveness - It was different from things I’ve experienced before	73

The company received the following narrative feedback from audience members and individuals who participated in developing the show:

“I’ve just listened to this for about the 4th time!! I hear something different each time. It’s really beautiful and powerful.”

“I felt really listened to and it gave me passion to speak out in the future.” Participants Cramlington Learning Village.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

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

The above feedback from participants involved in the development of Josey shows that whilst it's based on a 19th Century social reformer it speaks to the contemporary experiences of women across the county:

"Josey made me feel heard, as it spoke about the difficulties girls and women consistently have to face on a day-to-day basis. People should listen to Josey because it highlights multiple problems women have to face and encounter, it puts a new perspective onto everything." Pupil at Duke's Secondary School, Ashington

"I don't normally listen to audio, I'm not a fan of podcasts for instance but I really enjoyed this. The music was great and the story interesting. I enjoyed the weaving in of contemporary stories."

"A very well thought out production, and excellent in many ways through the songs on a subject matter that connects."

"A really impressive piece beautifully written and performed. A pleasure to listen to a piece of theatre and so nice it's available to such a wide audience. Fascinating subject matter that's both thought provoking & relevant. Such catchy tunes too." Peers feedback from the Impact and Insight evaluation.

Walk in Your Shoes

November Club provided two free walks. One was a circular walk around the Roman town of Corbridge. The other followed the route of the River Blyth from Bedlington to Cambois and exposed the area's industrial past. 31 walkers and 5 staff members/volunteers attended the Corbridge walk and 10 walkers and 4 staff members/volunteers attended the Bedlington to Cambois (Cambois) walk. There were 36 unique walkers plus 4 staff members and 3 volunteers. 17 people responded to the Insight and Impact survey out of a possible 41, or 41%.

Walkers 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	83
Challenge - It was thought-provoking	68
Concept – It was an interesting idea/programme	84
Distinctiveness – It was different from things I've experienced before	71
Relevance - It had something to say about the world in which we live	75
Rigour - It was well thought through and put together	89

Evaluation feedback from walkers shows that 100% of respondents felt connected to others, 93% experienced feeling happier/an increase in positive mood and 75% of the walkers felt healthier or fitter as a result of being on the walk. 20% of respondents identified as having a form of disability (physical or otherwise).

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

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

The company received the following narrative feedback from walkers:

"I have done a number of walks with November Club and always enjoyed them. Great to meet different folk. Sunday's walk was full of very interesting historical facts about the area, many were new to me, added to the walk, would join another one in the future. For folk on their own, good way to meet others, walk in a safe environment."

The highlight for me was *"Hearing the life stories of new people that I wouldn't otherwise meet who all have a shared love for culture and Northumberland."*

Consultancy

In November 2022, the consultancy project with the Kino Foundation ended with the delivery of "Octopuses and other Sea Creatures", an immersive light and sound experience, in Portsmouth Cathedral. Joe Hufton, November Club's Artistic Director/CEO, provided mentoring and practical support to the show's producer and director to realise this site-specific piece.

Talent Development/ the GROW programme

During the year, November Club discovered that it was successful in its application to remain part of Arts Council England's national portfolio. In 2023/2024, it will receive an uplift of funding to develop a talent development element to its work (the GROW programme). It used 2022/2023 to develop the concept and pilot some of the activity.

The company consulted with the freelance theatre workforce to inform the programme. The programme will particularly focus on developing freelance producers, production managers, stage managers and designers.

The company:

- Offered a week's work experience for two young people, one in Year 10, the other in Year 12.
- Employed a Creative Fuse intern specialising in graphic design. The intern developed the marketing designs for Cambois Creates and GROW.
- Supported a third-year, performing-arts, student at Northumbria University in a supernumerary role in The Unlocked Door.

It welcomed new volunteers. One was a recent A-Level graduate, who worked on The Unlocked Door and gained an insight into the creative industry. Another was a recently retired scenic artist who volunteered their time to help prepare props/scenic elements for The Unlocked Door.

It continued to support Young Associate, Khalil Abdulrahman. Khalil was involved in planning for The Unlocked Door, helping to develop the project plan.

November Club has developed a relationship with Duke's Secondary School in Ashington, connecting to their careers programme. It delivered a Year 7 assembly and attended their careers fair.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

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

In addition to this new talent development work, November Club also issued several freelance contracts as part of its programme of work (Cambois Creates employed one freelance producer; The Unlocked Door employed nine freelancers; and Josey employed twelve freelancers) and Joe Hufton supported Meta4Dance, Matt Tuckey and Esther Huss to build successful Arts Council England project grant bids.

Financial Review

It cost November Club £183,420 to provide its services this year. Around 29% of expenditure can be allocated to producing The Unlocked Door, Cambois Creates, Josey and Walk In Your Shoes; 55% to staff salaries and the costs associated with employing people; around 5% represents the cost of leasing and running the office premises; just over a further 4% is the cost of its IT provision, including its website; and the remaining 7% relates to miscellaneous operational costs.

November Club's income was £193,711 - roughly 53% of the organisation's income comes from Arts Council England.

It continued to benefit from an annual grant from Northumberland County Council and received additional support to fund Cambois Creates and Josey. November Club values the support it receives from the County Council and recognises how significant this is in drawing in other funders.

This year, November Club were successful in obtaining charitable grants for core work from Garfield Weston and Sir James Knott. The Sir James Knott funding is split over three years. This multiple year funding is crucial in helping smaller organisations plan longer term work; and the vote of confidence it brings attracts other funders to the company's work. Other charitable funding came from Magic Little Grants, Curtin PARP (through Community Foundation serving Tyne & Wear and Northumberland), Leche Trust and Port of Blyth. November Club also received a small grant from Citizens Advice Northumberland to service a Northumberland cultural network, called Connecting Culture. The organisation is very grateful to these charitable trusts and foundations for their continued support.

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. This year Walk in Your Shoes, Cambois Creates and Josey were offered to audiences for free. Whilst The Unlocked Door earned ticket income, that income went to National Trust Seaton Delaval Hall who commissioned November Club to produce the production. An additional commission from The Space covered the cost of Josey. A further £3k income came from commission/consultancy work with the Kino Foundation and Meta4Dance undertaken by the Artistic Director/CEO.

November Club secured Theatre Tax Relief of £4.7k and a small Gift Aid claim.

The company raised £551 through donations. It undertook a Just Giving campaign to secure funds to further develop Josey, and it still receives some donations from its Secret Garden Keyholders scheme. Requests to its mailing list to make donations also has had some success. Nevertheless, the level of donations fell in 2022/2023. The consequences of this are that next year's Gift Aid will be less than budgeted and the donations target will be challenging.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

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

Financial Review (Cont.)

November Club did not receive any in-kind donations this year, although its volunteers contributed £1,292 worth of work based on the living wage rate, though this is not recognised within the company's income.

The out-turn for the year is an overall surplus of £10,291. £7,704 of this surplus related to Restricted Funds, increasing those ringfenced sums to £12,704. This leaves a surplus of £2,587 on Unrestricted Funds (2022: unrestricted deficit of £4,238), leaving a balance on Unrestricted Funds at 31 March 2023 of £58,658.

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.

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:

- A major event requires cancelling all face-to-face work, including working from the office.
- 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.
- 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 the change in landlord.
- 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.

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ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Risk Management (Cont.)

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

- Setting prudent budgets for the next financial year and maintaining a low-cost base.
- Breaking productions down into separately funded stages that can deliver public benefit in their own right.
- 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.
- Contingency planning to cater for disruption through major events.
- Creating work plans that specify how work can be re-scheduled or allocated to freelance staff.
- 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.
- Monitoring Trustees' commitment to the organisation and scheduling Trustee recruitment as appropriate.

PLANS FOR FUTURE PERIODS

Artistic Programme

November Club has set the following artistic objectives for 2023/2024:

- Continue to co-create a live version of the digital musical *Josey The Indignant Daughter*, working with Katie Doherty to realise a longer show and with three rural or coastal communities in Northumberland to guide the choral element of the musical.
- Develop further co-creation workshops and artistic interventions in Cambois, Northumberland developing the scope/script for a site-specific performance of *Cambois Creates* in 2024/2025.
- Deliver the first year of November Club's GROW development programme. This will include delivering workshops, placements & work experience as part of the INSPIRE strand of the programme; and providing jobs and bursaries as part of the IGNITE and SUSTAIN strands.
- Continue to deliver the walking project 'Walk in Your Shoes' in two locations in rural Northumberland, reaching new audiences, encouraging creative conversations and supporting individual's health and wellbeing.

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.

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PLANS FOR FUTURE PERIODS (CONTINUED)

Business Management and Administration

November Club's business management and administration objectives are woven around Arts Council's England's Investment Principles. The targets for 2023/2024 are:

- **Ambition and Quality** - Significantly increase its network of contacts outside of the North East, including developing a network of peer assessors. Refine its methods of co-creation, particularly involving communities that feel under-represented in the work it produces. Continue to adopt the Impact and Insight toolkit to evaluate its work.
- **Environmental Responsibility** - Identify aspects of its carbon footprint that can be reduced, setting and monitoring targets in its annual Environmental Action Plan. Look to develop methods of capturing its audience's travel footprint.
- **Dynamism** - Review its Theory of Change. Revise its Fundraising Policy specifically in relation to donor engagement. Fully implement and integrate a Customer Relationship Management (CRM) system.
- **Inclusivity and relevance** - Better understand the barriers audiences face in accessing its work and how to overcome these. Continue to recruit a diverse range of trustees. Implement open and accessible recruiting of freelance workers. Build stronger relationships with disabled groups.

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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

23 May 2023

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF NOVEMBER CLUB FOR THE YEAR ENDED 31 MARCH 2023

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 2023 set out on pages 16 to 26.

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').

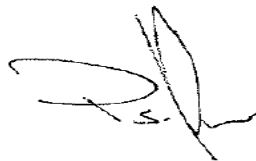
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

23 May 2023

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income					
Income from Investments	3	63	-	63	63
Income from Donations & Legacies	4	773	-	773	2,800
Income from Charitable Activities	5	165,235	27,640	192,875	232,417
Total Income		166,071	27,640	193,711	235,280
Expenditure					
Cost of Raising Funds	6	-	-	-	200
Expenditure on Charitable Activities	7	163,484	19,936	183,420	234,318
Total Expenditure		163,484	19,936	183,420	234,518
Net Income/(Expenditure)		2,587	7,704	10,291	762
Balance brought forward at 1 April		56,071	5,000	61,071	60,309
Balance carried forward at 31 March	15	£58,658	£12,704	£71,362	£61,071

The notes on pages 18 to 26 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 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible Fixed Assets	11	391	868
Current Assets			
Debtors	12	7,519	1,369
Cash At Bank & In Hand		70,762	73,235
		<u>78,281</u>	<u>74,604</u>
Creditors – Amounts Falling Due Within 1 Year	13	(7,310)	(14,401)
Net Current Assets/(Liabilities)		<u>70,971</u>	<u>60,203</u>
Total Net Assets	14	<u>£71,362</u>	<u>£61,071</u>
Represented by:			
Unrestricted General Funds	15	50,658	46,071
Unrestricted Designated Funds	15	8,000	10,000
Restricted Funds	15	12,704	5,000
		<u>£71,362</u>	<u>£61,071</u>

The notes on pages 18 to 26 form part of the financial statements.

The Trustees are satisfied that for the year ended 31 March 2023 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 23 May 2023.



Cath Hindle
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 2023**

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 2023

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 2023

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	2023	2022
	£	£	£	£
Bank Interest Receivable	63	-	63	63
	£63	£-	£63	£63

The 2022 total of £63 was wholly attributable to Unrestricted Funds.

4. Income from Donations & Legacies

	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
Donations & Gift Aid	773	-	773	2,800
	£773	£-	£773	£2,800

The 2022 total of £2,800 was wholly attributable to Unrestricted Funds.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

5. Income from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
Grant Income				
Arts Council England - Cultural Recovery Fund	-	-	-	45,000
Arts Council England - Food & Feuds	-	-	-	45,911
Arts Council England - NPO	102,530	-	102,530	102,530
Cause 4 Heritage	-	-	-	2,000
Curtin PARP Fund	-	1,000	1,000	
Garfield Weston Foundation	15,000	-	15,000	-
Leche Trust	-	1,000	1,000	-
Magic Little Grant Fund	-	500	500	-
Northumberland Citizens Advice Bureau	-	-	-	7,500
Northumberland County Council	9,721	11,160	20,881	14,721
Port of Blyth	-	500	500	-
Sir James Knott Trust	5,000	-	5,000	-
The Space	-	13,000	13,000	-
VCSE Thriving Together	-	480	480	-
	132,251	27,640	159,891	217,662
Other Income				
Theatre Tax Relief	4,741	-	4,741	-
Ticket/Resources Sales	38	-	38	1,548
Commissions & Consultancy Fees	26,305	-	26,305	12,850
Other Income	1,900	-	1,900	357
	32,984	-	32,984	14,755
	£165,235	£27,640	£192,875	£232,417

Of the 2022 total of £232,417, £174,006 was attributable to Unrestricted Funds and £58,411 to Restricted Funds.

6. Expenditure on Raising Funds

	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
Fundraising Consultancy	-	-	-	200
	£-	£-	£-	£200

The 2022 total of £200 was wholly attributable to Unrestricted Funds.

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

7. Expenditure on Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
Production/Project Costs				
Audience Research Project	-	-	-	13,200
Cambois Creates	3,750	3,156	6,906	-
Creative Digital Programme	-	-	-	17,598
Food & Feuds	-	-	-	46,793
GROW Talent Development/Other Projects	1,595	-	1,595	49
Josey, The Indignant Daughter	10,895	14,000	24,895	-
Lost, Found & Told	-	-	-	30
Salaries & On Costs	99,258	480	99,738	91,208
The Unlocked Door	18,994	2,300	21,294	-
Walk In Your Shoes - The Walk/Doorstep Theatre	43	-	43	33,374
	134,535	19,936	154,471	202,252
Support Costs				
Premises Costs	8,813	-	8,813	7,250
Other Marketing & Administration Costs	15,847	-	15,847	21,107
	24,660	-	24,660	28,357
Governance Costs				
Accountancy & Payroll Fees	2,571	-	2,571	2,403
Independent Examiner's Fees	1,200	-	1,200	1,200
Legal & Professional	13	-	13	13
Trustee Meeting Costs	505	-	505	93
	4,289	-	4,289	3,709
	£163,484	£19,936	£183,420	£234,318

Of the 2022 total of £234,318, £180,907 was attributable to Unrestricted Funds and £53,411 to Restricted Funds.

8. Net Income/(Expenditure)

	2023 £	2022 £
Net income/(expenditure) is stated after charging/(crediting):		
Depreciation	840	769
Independent Examiner's Fees	1,200	1,200
Operating Leases – Land & Buildings	3,500	3,500

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

9. Staff Costs & Trustees' Remuneration

	2023	2022
	£	£
Gross Salary Costs	94,653	86,330
Employer's National Insurance	3,157	3,037
Employer's Pension Contributions	1,928	1,841
	£99,738	£91,208

No employee received remuneration of more than £60,000 during the year (2022 - Nil).

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

	2023	2022
	No	No
Artistic Production and Support	3	3

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

£48 in travel and subsistence expenses (2022: None) was reimbursed to 1 Trustee 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 2023 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.

No contributions were outstanding at 31 March 2023 (2022: £324).

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

11. Tangible Fixed Assets

	IT & Office Equipment £	Total Fixed Assets £
Cost		
At 1 April 2022	6,370	6,370
Additions in year	363	363
Disposals	-	-
At 31 March 2023	<u>6,733</u>	<u>6,733</u>
Accumulated Depreciation		
At 1 April 2022	5,502	5,502
Charge for year	840	840
Disposals	-	-
At 31 March 2023	<u>6,342</u>	<u>6,342</u>
Net Book Value		
At 31 March 2023	<u>£391</u>	<u>£391</u>
At 1 April 2022	<u>£868</u>	<u>£868</u>

12. Debtors

	2023 £	2022 £
Trade Debtors	5,000	-
Prepayments	2,228	1,369
Other Debtors	291	-
	<u>£7,519</u>	<u>£1,369</u>

All sums are due within 1 year.

13. Creditors – Amounts Falling Due Within 1 Year

	2023 £	2022 £
Trade Creditors	337	-
Other Taxes & Social Security Costs	1,633	1,509
Deferred Income	500	9,721
Other Creditors	117	-
Pension Scheme	-	324
Accruals	4,723	2,847
	<u>£7,320</u>	<u>£14,401</u>

NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

14. Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Fixed Assets	391	-	391	868
Debtors	2,519	5,000	7,519	1,369
Cash at Bank and In Hand	62,008	8,754	70,762	73,235
Creditors – Amounts Due Within 1 Year	(6,270)	(1,050)	(7,320)	(14,401)
	£58,658	£12,704	£71,362	£61,071

15. Analysis of Charitable Funds

	Fund at 1 April 2022	Incoming Resources in Year	Resources Expended in Year	Fund at 31 March 2023
	£	£	£	£
Unrestricted Funds				
Charity General Fund	46,071	166,071	(161,484)	50,658
Web Development/Relocation Fund	10,000	-	(2,000)	8,000
	56,071	166,071	(163,484)	58,658
Restricted Funds				
Curtin PARP Fund – The Unlocked Door	-	1,000	(1,000)	-
Leche Trust	-	1,000	(1,000)	-
Magic Little Grant Fund – The Unlocked Door	-	500	(500)	-
Northumberland CC – The Unlocked Door	-	800	(800)	-
Northumberland CC - Josey	-	5,360	-	5,360
Port of Blyth	-	500	(500)	-
The Space	-	13,000	(13,000)	-
VCSE Thriving Together	-	480	(480)	-
Northumberland CC - Blyth/Cambois Project	5,000	5,000	(2,656)	7,344
Total Restricted Funds	5,000	27,640	(19,936)	12,704
Total Funds	£61,071	£193,711	£(183,420)	£71,362

Name of Designated Fund	Description, Nature & Purpose of the Designated Fund
Web Development/Relocation Fund	Towards the cost of future planned website development and one-off relocation costs

**NOVEMBER CLUB
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023**

15. Analysis of Charitable Funds (Cont.)

Name of Restricted Fund	Description, Nature & Purpose of the Restricted Fund
Curtin PARP Fund / Magic Little Grant Fund / Northumberland CC – The Unlocked Door	Towards the cost of The Unlocked Door
Leche Trust / Northumberland CC / The Space – Josey	Towards the cost of Josey, The Indignant Daughter
VCSE Thriving Together	Towards the cost of staff time
Northumberland CC / Port of Blyth – Cambois Creates	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 £102,530 (2022: £193,441) was received from Arts Council England in the year.

At 31 March 2023, £Nil was owing to November Club from Arts Council England (31 March 2022: £Nil).

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 8 members of the company (2022 - 8 members).