

**Charity Registration No: 267327**

**Company Registration No: 1161935 (England & Wales)**

**ATTIC THEATRE LIMITED**  
**DIRECTOR'S REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

## **ATTIC THEATRE LIMITED**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>Directors</b>	R J H Kay K Michalski
<b>Secretary</b>	VA Mackenzie Sherrington
<b>Charity Number</b>	267327
<b>Company Number</b>	1161935
<b>Principal Address</b>	55 Wales Street Winchester Hants SO23 0EY
<b>Registered Office</b>	55 Wales Street Winchester Hants SO23 0EY
<b>Accountants</b>	Scott Bookkeeping 21 Erskine Place Chirnside Berwickshire TD11 3WW
<b>Bankers</b>	Lloyds Bank PLC 49 High Street Winchester Hampshire SO23 9BU

# ATTIC THEATRE LIMITED

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**ATTIC THEATRE LIMITED**  
**DIRECTORS REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

The Directors present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts, and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

**Objectives of the charity**

The company's main objectives are to promote, maintain, improve and advance public education, particularly by the promotion of educational plays and by the encouragement of the arts.

The company is a charitable company, limited by guarantee.

The company's charity registration number is 267327.

There have been no changes to these policies in during the year.

The charity board structure is a board of directors.

There are no specific restrictions imposed by any governing document concerning the way in which the charity operates.

The charity employs two administrative staff but relies on volunteers for the rest of the day to day running of the charity. The charity relies on donations, grants and the income from workshops, stalls and bars from staged events for its main income.

**Review of activities**

The principal activities of the charity continue to be the presentation and the promotion of plays, and of the education in the arts.

**Directors**

The Directors, who are also the Directors for the purpose of company law, who served during the year were:

R J H Kay  
K Michalski

Neither of the Directors have any beneficial interest in the company.

## **ATTIC THEATRE LIMITED**

### **DIRECTORS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

The Directors are also Trustees of the charity.

R J H Kay is the controlling member of the charity.

All Directors are members of the company and guarantee to contribute £1 in the event of a winding up of the company.

The directors are elected to the Board by way of invitation to serve, and removed if appropriate by way of a vote at a directors meeting.

The company's Memorandum & Articles of Association state that there shall be 3 members at any one stage, and the current directors continue to take steps to increase the number of directors to that number.

#### **Reserves Policy**

The charity has been unable to retain reserves in the past, and it is accepted that it would not be practical to set a level of reserves to be retained to meet future expectations.

#### **Risk Factors**

Major risk factors to which the charity is exposed, have been assessed by the Directors, and they are satisfied that there are systems in place to mitigate exposure to any major risks.

#### **Asset cover for funds**

Note 11 sets out an analysis of the assets attributable to the various funds, and a description of the funds

#### **Related parties**

##### R J H Kay

R J H Kay is a related member by virtue he is a director and controlling member.

At the balance sheet date of March 31<sup>st</sup> 2021, Attic Theatre Company owed R J H Kay £21,160 (2020: £21,160)

On behalf of the board of Directors

**RJH Kay**

Director

Date \_\_\_\_\_

**Registered No: 00161935**

## **ATTIC THEATRE LIMITED**

### **DIRECTORS REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

The directors are responsible for preparing the accounts in accordance with the applicable law and the United Kingdom Generally Accepted Accounting Practice.

Company law requires the Directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its net income and expenditure for the year.

In preparing these accounts, the Directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make estimates and judgements that are reasonable and prudent
- Prepare the accounts on the going concern basis, unless it is inappropriate to presume that the company will continue in operation.

The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time, the financial position of the company and which will enable them to ensure that the accounts comply with the Companies Act 2006.

They are also responsible for the safeguarding of the assets of the company and for taking reasonable steps to the prevention and detection of fraud and other irregularities.

## **ATTIC THEATRE LIMITED**

### **REPORT TO THE DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY ACCOUNTS OF ATTIC THEATRE LIMITED**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval, the financial statements for Attic Theatre Limited for the year ended 31<sup>st</sup> March 2021, set out from the company's accounting records and from the information and explanations you have provided. It is the duty of the Directors to ensure that all relevant information has been shared, to ensure a true and honest report be produced.

It is the duty of the Directors to ensure that adequate accounting records have been kept, and that the statutory financial statements give a true and honest view of the assets, liabilities, financial position, and losses of Attic Theatre Company.

You consider Attic Theatre Limited to be exempt from the statutory audit requirement for the year.

I have not been instructed to carry out an audit of the financial statements, and for this reason, I have not verified the accuracy or completeness of the accounting records or information and notes you have provided. I cannot, therefore, express any opinion on the financial statements.

Shona Scott AICB CertAcc (Open)

Scott Bookkeeping  
21 Erskine Place  
Chirnside  
Berwickshire  
TD11 3WW

## ATTIC THEATRE LIMITED

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

<u>Incoming Resources</u>		Total 2021 £	Total 2020 £
Donations & Legacies	2	-	-
Income	3	39,857	54,219
Investment Income	4	-	-
<b>Total Incoming Resources</b>		<u>39,857</u>	<u>54,219</u>
<u>Resources Expended</u>			
Cost of Generating Funds			
Fundraising and Publicity Costs		<u>0</u>	<u>0</u>
		<u>0</u>	<u>0</u>
<b>Net Incoming Resources available</b>		<u>39,857</u>	<u>54,219</u>
<b>Charitable Expenditure:</b>			
Direct Costs		2,488	15,460
Support Costs		597	3,968
Management & Admin		<u>20,724</u>	<u>33,111</u>
<b>Total Charitable Expenditure</b>		<u>23,809</u>	<u>52,540</u>
<b>Net(outgoing) resources before transfers</b>		1,679	1,679
Transfers between Funds		(7,035)	Nil
Net (outgoing) for the year		9,013	1,678
Fund Balances at 1 April 2020		<u>(12,997)</u>	<u>(14,676)</u>
<b>FUND BALANCE AS AT 31 MARCH 2021</b>		<u>(3,984)</u>	<u>(12,997)</u>

The Statement of Financial Activities also complies with the requirements for an Income & Expenditure Account, under the Companies Act 2006.

## ATTIC THEATRE LIMITED

### BALANCE SHEET

#### FOR THE YEAR ENDED 31 MARCH 2021

	2021		2020	
	£	£	£	£
<b>FIXED ASSETS</b>				
Tangible Assets		-		-
<b>CURRENT ASSETS</b>				
Debtors		-		-
Cash in hand/Bank	<u>18,710</u>		<u>9,697</u>	
<b>Creditors: Amounts falling within 12 months</b>	<u>1,534</u>		<u>1,534</u>	
<b>NET CURRENT LIABILITES</b>		(1,534)		(1,534)
<b>Total Assets less Current liabilities</b>		17,176		8,163
<b>Creditors: Amounts falling due after more than 12 months</b>		(21,160)		(21,160)
<b>NET (LIABILITIES)</b>		<u>(3,984)</u>		<u>(12,997)</u>
<b>Income Funds:</b>				
Unrestricted funds		<u>(3,984)</u>		<u>(12,997)</u>

For the financial year to March 31<sup>st</sup> 2021, the company was entitled to exemption from audit under Section 477, Companies Act 2006. No member of the company has deposited a notice pursuant to Section 476, requiring an audit of these financial statements under the requirement of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act, and for preparing financial statements that give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit (loss) for the financial year in accordance with the requirements of Sections 394 & 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

**ATTIC THEATRE LIMITED**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1 Accounting Policies**

**1.1 Basis of Preparation**

These accounts have been prepared in accordance with the applicable accounting standards, the Statement of Recommended practice "Accounting & Reporting by Charities", issued on 7 March 2005 and the Companies Act 2006.

These accounts have been prepared under the historical cost convention.

**1.2 Going concern**

These accounts are prepared using the going concern concept, which makes the assumption that there is no intention to curtail significantly the activities of the company. The validity of the going concern is dependent on the continued support of the creditors.

**1.3 Incoming Resources**

Donations, legacies and other forms of voluntary income are accounted for gross when received or receivable.

**1.4 Resources Expended**

Costs have been allocated between direct charitable and other expenditure, according to the nature of the cost. Where items involve more than one category, they have been apportioned between the two, depending on the nature of the cost.

**1.5 Tangible Fixed Assets**

All tangible fixed assets have been stated at cost, less accumulated depreciation. Depreciation has been calculated with the following methods:

Plant & Machinery	25% & 33% Straight Line
Motor Vehicles	25% reducing balance

**2 Donations & Legacies**

	<b>Total</b>	<b>Total</b>
	2021	2020
	£	£
Donations & legacies	NIL	NIL

## ATTIC THEATRE LIMITED

### NOTES TO THE ACCOUNTS

#### FOR THE YEAR ENDED 31 MARCH 2021

**3 Income from activities in the furtherance of the charities activities are accounted for gross when received.**

	<b>Total</b> 2021 £	<b>Total</b> 2020 £
Funding Received from Charitable Activities		
Production Receipts & Workshops	38,857	54,219
Other Income		

#### **4 Investment Income**

	<b>Total</b> 2021 £	<b>Total</b> 2020 £
Interest Receivable	Nil	Nil

#### **5 Total Resources Expended**

	Staff costs £	Dep'tion £	Other Costs £	Total 2020 £
Cost of generating Funds:				
Fundraising/Publicity				<u>NIL</u>
Charitable Expend:				
Direct Costs			2,488	7,820
Support costs			597	341
Management/Admin	20,724			<u>13,870</u>
	<u>13,870</u>		<u>8,160</u>	<u>22,031</u>

#### **6 Directors**

None of the directors (nor any person connected with them) received any remuneration or expenses during the year.

## ATTIC THEATRE LIMITED

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

#### 7 Employees

The average number of employees during the year was 3, with an employment cost (in wages) of £19,841

#### 8 Tangible Fixed Assets

	Plant & machinery	Motor vehicles	Total
Costs at 1 April 2020	2,399	6,000	8,399
Additions	-	-	-
As at March 31 <sup>st</sup> 2021	<u>2,399</u>	<u>6,000</u>	<u>8,399</u>
Depreciation			
At 1 April 2020	2,399	6,000	8,399
charge for year	-	-	-
At March 31 <sup>st</sup> 2021	<u>2,399</u>	<u>6,000</u>	<u>8,399</u>
Net Book Value			
At 31 March 2020	-	-	-
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>

#### 9 Control

The Charity is controlled by RJ Kay

#### 10 Related parties

RJH Kay

RJH Kay is a related party by virtue that he is a director and the controlling member. During the year, RJH Kay settled certain liabilities on behalf of Attic Theatre Limited. At the date of balance sheet (31 March 2021) Attic Theatre Company owed RJH Kay £21,160 (2020:£21,160)