

Archway Theatre Company Limited

Charity No. 274408

Company No. 00571072

Trustees' Report and Unaudited Accounts

31 December 2024

Archway Theatre Company Limited

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Archway Theatre Company

Trustees' Annual Report

The trustees, who are also directors of the company for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 December 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 00571072

Charity No. 274408

Principal Office

The Drive
Horley
Surrey
RH6 7NQ

Registered Office

The Drive
Horley
Surrey
RH6 7NQ

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.

The following Directors and Trustees served during the year:

E.A. Bass
C. Coles – Retired June 2024
G. Duda
A.D. Dunford
L. Evans
G. Field
A. Gibson
R. Gregory
N. Hankin
A. Hannant
K.R. Horder – Retired June 2024
M.G. Humphrey
B. Lock
H. Miller
J.H. Ord
L. Ray – Retired June 2024

Archway Theatre Company

Trustees' Annual Report

E. Redfern
A. Stuart
P. Tester
E.A. White
P. Westmacott – Appointed June 2024

Accountants

Baird Consulting Limited
26 Briars Wood
Horley
Surrey
RH6 9UE

OBJECTIVES AND ACTIVITIES

The purpose of the charity as set out in its governing document is to promote and encourage arts through education and promotion of plays.

The main activities undertaken in relation to these purposes were 15 productions of plays in the year.

The charity in promoting and encouraging arts through education and the promotion of plays, gives the general public opportunity to appreciate the element of arts in the local area. The trustees have given due consideration to the Charity Commission's guidance on the public benefit requirement in managing the activities of the charity.

ACHIEVEMENTS AND PERFORMANCE

The Charity has had an amazing year. We have seen a real mix of play genres that have graced our stage, with first class performances from our actors. We are so lucky that during the current cost of living crisis our little theatre continues to survive with the support of our members and guests.

FINANCIAL REVIEW

The financial position of the Charity at 31 December 2024 and comparatives for the prior period are more fully detailed in the attached accounts.

It is the policy of the Charity to maintain unrestricted funds at 12 months of outgoings.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company is constituted as a company limited by guarantee, registered under the Companies Acts. The governing document of the Charity is the Memorandum and Articles of Association establishing the company under company legislation.

The Directors and Trustees are appointed by the members at the Annual General Meeting. Directors and Trustees have the power under the governing document to co-opt individuals who support the objects of the organisation to fill vacancies on the Council of Management.


Archway Theatre Company

Trustees' Annual Report

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to 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 charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

A handwritten signature in blue ink, appearing to read 'E. Redfern', is written on a light blue rectangular background.

E. Redfern

Trustee

18 June 2025

Archway Theatre Company

Independent Examiner's Report

Independent Examiner's Report to the trustees of Archway Theatre Company Limited

I report to the charity trustees on my examination of the financial statements of Archway Theatre Company Limited for the year ended 31 December 2024.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the Charity 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 financial statements 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 can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in accordance with section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the methods and 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 (FRS 102).

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 financial statements to be reached.



Kevin Squire FCCA

9 Harvestside
Horley
Surrey
RH6 9UH

18 June 2025

Archway Theatre Company

Statement of Financial Activities for the year ended 31 December 2024

	Notes	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
Income and Endowments from:					
Donations and Legacies	3	4,345	0	4,345	12,245
Charitable Activities	4	137,339	0	137,339	122,273
Other trading activities	5	1,745	0	1,745	7,438
Investments	6	508	0	508	1,017
Other	7	12,504	0	12,504	13,914
Total		156,441	0	156,441	156,887
Expenditure on:					
Raising Funds	8	1,370	0	1,370	1,835
Charitable Activities	9	20,468	0	20,468	17,694
Other	10	119,574	0	119,574	146,379
Total		141,412	0	141,412	165,908
Net Gains on Investments		0	0	0	0
Net Income / Expenditure	11	15,029	0	15,029	-9,021
Transfers Between Funds		0	0	0	0
Net Income / Expenditure Before Other Gains / Losses		15,029	0	15,029	-9,021
Other Gains and Losses		0	0	0	0
Net Movement In Funds		15,029	0	15,029	-9,021
Reconciliation of Funds:					
Toal Funds Brought Forward		216,150	13,964	230,114	239,135
Total Funds Carried Forwards		231,179	13,964	245,143	230,114

Archway Theatre Company

Summary Income and Expenditure for the year ended 31 December 2024

	2024	2023
	£	£
Income	155,933	155,870
Interest & Investment Income	508	1,017
Gross Income for the Year	156,441	156,887
Expenditure	122,553	147,578
Depreciation and Charges for Impairment of Fixed Assets	18,859	18,330
Total Expenditure for the Year	141,412	165,908
Net Income / Expenditure for the Year Before Tax	15,029	-9,021
Net Income / Expenditure for the Year	15,029	-9,021

Archway Theatre Company

Statement of Financial Position (Balance Sheet) for the year ended 31 December 2024

	Notes	2024	2023
		£	£
Fixed Assets			
Tangible Assets	13	66,007	79,580
Current Assets			
Debtors	14	2,761	26,145
Cash at Bank and in Hand		175,875	132,381
		178,636	158,526
Creditors: Amount Falling Due Within One Year	15	500	-7,992
Net Current Assets		179,136	150,534
Total Assets Less Current Liabilities		245,143	230,114
Net Assets Excluding Pension Asset or Liability		245,143	230,114
Total Net Assets		245,143	230,114
The Funds of the Charity			
Restricted Funds	16		
Restricted Income Funds		13,964	13,964
Unrestricted Funds	16		
General Funds		231,179	216,150
Reserves	16		
Total Funds		245,143	230,114

Archway Theatre Company

Statement of Financial Position (Balance Sheet) for the year ended 31 December 2024

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.


For the year ended 31 December 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparations of accounts.

Approved by the board on [APPROVAL DATE]

And signed on its behalf by:

A handwritten signature in blue ink, appearing to read 'E. Redfern', is written on a light blue rectangular background.

E. Redfern

Trustee

18 June 2025

Archway Theatre Company

Notes to the Accounts for the year ended 31 December 2024

1. Accounting Policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund Accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and is virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related expenditure

Where income has related expenditure the income and related expenditure is reported gross in the SoFA

Donations and legacies

Voluntary income received by way of grants, donations and gifts is included in the SoFA when receivable and only when the charity has unconditional entitlement to the income.

Tax reclaims on donation and gifts

Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

Donated services and facilities

These are only included in income (with an equivalent amount in expenditure) where the benefit to the charity is reasonably quantifiable, measurable and material.

Archway Theatre Company

Notes to the Accounts for the year ended 31 December 2024

Volunteer Help

The value of any volunteer help received is not included in the accounts.

Investment income

This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets

This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets

This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure

Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Expenditure on raising funds

These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.

Expenditure on charitable activities

These comprise the costs incurred by the charity in the delivery of its activities and services in furtherance of its objects, including the making of grants and governance costs.

Grants payable

All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year, but not yet paid.

Governance costs

These include those costs associated with meeting the constitutional and statutory requirements of the charity, including any audit / independent examination fees, costs linked to the strategic management of the charity, together with a share of other administration costs.

Other expenditure

These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Leasehold property	5% Straight Line
Fixtures & Fittings	10% Straight Line

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discount due.

Archway Theatre Company

Notes to the Accounts for the year ended 31 December 2024

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the Statement of Financial Position (Balance Sheet), bank overdrafts are shown within borrowing and other current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discount due.

2. Company Status

The company is a private company limited by guarantee and consequently does not have share capital.

3. Income From Donations and Legacies

	Unrestricted	Total 2024	Total 2023
General Donations	4,345	4,345	2,592
Reigate & Banstead Borough Council	0	0	0
Polesden Lacey	0	0	9,653
	4,345	4,345	12,245

4. Income From Charitable Activities

	Unrestricted	Total 2024	Total 2023
Ticket Sales	130,616	130,616	115,709
Member Subscriptions	6,723	6,723	6,564
	137,339	137,339	122,273

5. Income From Other Trading Activities

	Unrestricted	Total 2024	Total 2023
Costume Hire	35	35	211
Programme Advertising	150	150	250
Room Hire	1,560	1,560	2,060
Fundraising	0	0	4,917
	1,745	1,745	7,438

Archway Theatre Company

Notes to the Accounts for the year ended 31 December 2024

6. Income From Investments

	Unrestricted	Total 2024	Total 2023
Bank Interest	508	508	1,017
	508	508	1,017

7. Other Income

	Unrestricted	Total 2024	Total 2023
Youth Subscriptions	625	625	1,096
Archway Club	10,999	10,999	12,000
Sponsors Club	880	880	818
	12,504	12,504	13,914

8. Expenditure on Raising Funds

	Unrestricted	Total 2024	Total 2023
Fundraising Costs	1,370	1,370	1,835
	1,370	1,370	1,835

9. Expenditure on Charitable Activities

	Unrestricted	Total 2024	Total 2023
Ticket Sales	20,468	20,468	17,694
Governance Costs	0	0	0
	20,468	20,468	17,694

10. Other Expenditure

	Unrestricted	Total 2024	Total 2023
Advertising	4,475	4,475	1,128
Bank Loan & Overdraft Interest Payable	0	0	0
Premises Costs	85,484	85,484	111,439
Amortisation, Depreciation, Impairment, Profit / Loss on Disposal of Assets	18,859	18,859	18,330
General Administrative Costs	9,756	9,756	14,282
Legal and Professional Costs	1,000	1,000	1,200
	119,574	119,574	146,379

Archway Theatre Company

Notes to the Accounts for the year ended 31 December 2024

11. Net Expenditure Before Transfers

	Total 2024	Total 2023
This is stated after charging:		
Depreciation of Owned Fixed Assets	18,859	18,330
Accountancy & Independent Examination Fee	1,000	1,200

12. Staff Costs

There were no employees in the current or previous years.

13. Tangible Fixed Assets

	Land and Buildings	Fixtures and Fittings	Total
Cost or Revaluation			
At 1 January 2024	400,771	140,786	541,557
Additions	0	5,286	5,286
Disposals	0	0	0
At 31 December 2024	400,771	146,072	546,843
Depreciations and Impairment			
At 1 January 2024	343,316	118,661	461,977
Charge for the Year	13,799	5,060	18,859
At 31 December 2024	357,115	123,721	480,836
Net Book Values			
At 31 December 2024	43,656	22,351	66,007
At 31 December 2023	57,455	22,125	79,580

14. Debtors

	Total 2024	Total 2023
Archway Club	2,761	1,360
Other Debtors		2,756
Prepayments and Accrued Income		22,029
	2,761	26,145

Archway Theatre Company

Notes to the Accounts for the year ended 31 December 2024

15. Creditors

Amounts Falling Due Within One Year	Total 2024	Total 2023
Other Creditors	0	0
Accruals	500	7,992
	500	7,992

16. Movement in Funds

	At 1 January 2024	Incoming Resources (Including Other Gains / Losses)	Resources Expended	At 31 December 2024
Restricted Funds				
Restricted Income Funds	13,964	0	0	13,964
<i>Total</i>	13,964	0	0	13,964
Unrestricted Funds				
General Funds	216,150	156,441	-141,412	231,179
	216,150	156,441	-141,412	231,179
Total Funds	230,114	156,441	-141,412	245,143

17. Analysis of Net Assets Between Funds

	Unrestricted Funds	Restricted Funds	Total
Fixed Assets	66,007		66,007
Net Current Assets	177,009	2,127	179,136

18. Reconciliation of Net Debt

	At 1 January 2024	Cash Flows	At 31 December 2024
Cash and Cash Equivalents	132,381	46,255	178,636

19. Related Party Disclosures

Controlling party

The company is limited by guarantee and has no share capital, thus no single party controls the company.

Archway Theatre Company

Detailed Statement of Financial Activities for the year ended 31 December 2024

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Income and Endowments from:				
<i>Donations and Legacies</i>				
General Donations	4,345		4,345	2,592
Reigate & Banstead Borough Council				
	0		0	0
Polesden Lacey	0		0	9,653
<i>Charitable Activities</i>				
Ticket Sales	130,616		130,616	115,709
Member Subscriptions	6,723		6,723	6,564
<i>Other Trading Activities</i>				
Costume Hire	35		35	211
Programme Advertising	150		150	250
Room Hire	1,560		1,560	2,060
Fundraising			0	4,917
<i>Investments</i>				
Bank Interest	508		508	1,017
<i>Other</i>				
Youth Subscriptions	625		625	1,096
Archway Club	10,999		10,999	12,000
Sponsors Club	880		880	818
TOTAL	156,441	0	156,441	156,887

Archway Theatre Company

Detailed Statement of Financial Activities for the year ended 31 December 2024

Expenditure on:

Expenditure on Raising Funds

Fundraising Costs	1,370	1,370	1,835
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Expenditure on Charitable Activities

Ticket Sales	20,468	20,468	17,694
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Governance Costs		0	0
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Other Expenditure

Advertising	4,475	4,475	1,128
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Bank Loan & Overdraft Interest Payable		0	0
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Premises Costs

Rent	46,295	46,295	46,462
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Light, Heat and Power	19,754	19,754	46,337
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Premises Cleaning	11,344	11,344	6,433
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Premises Insurances	2,421	2,421	2,761
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Premises Repairs and Maintenance	5,670	5,670	9,446
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General Administrative Costs, Including Depreciation and Amortisation

Depreciation of Land and Buildings	13,799	13,799	13,799
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Depreciation of Fixtures and Fittings	5,060	5,060	4,531
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Bank Charges	109	109	310
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General Insurances	4,836	4,836	4,671
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LTG and Training	595	595	406
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Internet Booking Fees		0	6,166
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Software and Related Costs	205	205	105
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Newsletters and Stationary	926	926	874
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Sundry Expenses	1,284	1,284	281
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Telephone, Fax and Broadband	1,801	1,801	1,469
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Legal and Professional Costs

Accountancy & Independent Examination Fee	1,000	1,000	1,200
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TOTAL	141,412	0	141,412	165,908
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Archway Theatre Company

Detailed Statement of Financial Activities for the year ended 31 December 2024

Net Gains on Investments	0	0	0	0
Net Income / Expenditure	15,029	0	15,029	-9,021
Transfers Between Funds	0	0	0	0
Net Income / Expenditure Before Other Gains / Losses	15,029	0	15,029	-9,021
Other Gains and Losses	0	0	0	0
Net Movement In Funds	15,029	0	15,029	-9,021
Reconciliation of Funds:				
Toal Funds Brought Forward	216,150	13,964	230,114	239,135
Total Funds Carried Forwards	231,179	13,964	245,143	230,114