OXFORD THEATRE GUILD

REGISTERED CHARITY NO. 294056

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

KING LOOSE & CO
ACCOUNTANTS

ST JOHN'S HOUSE
5 SOUTH PARADE
SUMMERTOWN
OXFORD OX2 7JL

OXFORD THEATRE GUILD

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

CONTENTS

Page	
1	Annual Report of the Trustees
2	Independent Examiner's Report
3	Statement of Financial Activities (Income and Expenditure Account)
4	Balance Sheet
5 – 9	Notes to the Financial Statements
10	Schedule of Productions and Events

OXFORD THEATRE GUILD

ANNUAL REPORT FOR THE YEAR ENDED 31ST DECEMBER 2025

The trustees present their annual report and financial statements of the charity for the year ended 31st December 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011, and 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 – Charities SORP (FRS 102).

Legal and administrative information

K Saffin	President, non-executive (to Apr 25)
T Eyres	President, non-executive (from Apr 25)

The trustees who served during the year were as follows:

R Readshaw	Chair	(continuing)
D Long		(to Apr 2025)
J M D Hargreaves	Treasurer	(continuing)
E Smith		(to Apr 2025)
S Tibbles		(continuing)
W Penington		(continuing)
L Al-Katib	Vice Chair	(to Apr 2025)
G Bloom		(continuing)
A Evans		(continuing)
J V Pierce	Secretary	(continuing)
K Love		(from May 2025)
D Whitley	Vice Chair	(from Apr 2025)

There is no Chief Executive Officer. All Trustees participate in the management of the Charity.

The charity is governed by a Trust Deed dated 21st April 1986 and is registered with the Charity Commission, No. 294056.

The charity's bankers are HSBC Bank plc, although certain balances are held in a COIF deposit account.

The charity's independent examiner is Mrs H C Fanthome of Messrs King Loose & Co, St John's House, 5 South Parade, Summertown, Oxford, OX2 7JL.

Objects, organisation and activities, and public benefit

The charity is established to promote the advancement and improvement of general education in relation to all aspects of the art of drama and the development of public appreciation of such art, and to promote such other charitable purposes as the executive committee shall determine. In reviewing the Charity's ongoing objects and activities, the Trustees have considered the guidance on public benefit contained in the Charity Commission guidelines, and view the Charity's activities to be fully in accordance therewith.

The trustees meet frequently to discuss the Guild's affairs, the planning of productions and the making of grants, etc. There are no paid employees.

OXFORD THEATRE GUILD
ANNUAL REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2025

Review of progress and achievements

A schedule of productions and activities is included at page 10 to these financial statements. In 2025 OTG staged a total of three main productions. The two major productions were, following the established pattern, a week's run at the Oxford Playhouse in April and an outdoor show, running for two weeks, in July. The Playhouse show sold just under half the tickets and made a modest loss. The summer show did very well, with audiences and profit second only to our 2022 production in recent years. The smaller production in the autumn at the Old Fire Station was close to a sell-out, with the best performing show in more than a decade, making a modest profit. Overall, we had a very successful year and these productions netted a very healthy profit which has enabled OTG to continue to maintain its reserves and undertake other activities. These included participation in several local drama festivals, a play reading series enabling local writers to engage with a creative process and ultimately hear their work brought to life by keen actors within our society, and technical and intimacy workshops. We also made grants to two other charitable arts organisations in the Oxford area.

Future Plans

The charity plans to continue with its active programme of theatrical productions and training workshops to promote the advancement, and improvement, of general education in relation to all aspects of the art of drama and the development of public appreciation of such art. To this end we plan to stage productions in a variety of venues in Oxford in 2026 and to host play readings and workshops providing education and training on practical aspects of theatre.

Trustees appointment and training

Trustees are elected or appointed on an annual basis, with the annual general meeting being held in April. Induction and training of new Trustees is informal, mainly covered by word of mouth and attendance at meetings where policy decisions are taken, and matters of concern discussed. There is no specific training policy. New Trustees are asked to sign the Charity Commission Declaration of Eligibility and referred to Charity Commission Guidance for Trustees on The Charity Commission Website.

Finances and reserves policy

The attached financial statements show the current state of the finances which the trustees consider to be sound.

There have been no significant events that have impacted on either the financial performance of the charity during the year, nor its financial position at the end of the year.

The balance shown on unrestricted income funds amounted to £73,887. It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately twelve months unrestricted expenditure. This provides sufficient funds to cover the ongoing provision of facilities, together with the associated support and administration costs, thereby ensuring the continuity of the facilities and the support for productions as they arise from time to time. At 31st December 2025, reserves were at approximately the optimum level under this requirement, but the situation remains constantly monitored by the trustees.

Investment policy

Investments are held in short to medium term COIF Deposit Funds in order to provide flexibility and ease of access whilst, at the same time, maintaining the purchasing power of the monies until they are required.

OXFORD THEATRE GUILD

ANNUAL REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2025

Grant and Donation Making Policy

The charity has established its policy for making grants and donations to achieve its objects for the public benefit.

The charity does not invite applications for grants and donations, but will occasionally make grants and donations to organisations operating in similar spheres of activity.

Risk management

The trustees have examined the major strategic, business and operational risks which the charity faces or may face, and confirm that systems are in place to enable regular reports to be produced, so that the necessary steps can be taken to lessen any such risks.

The principal risks faced by the charity lie in the appropriate selection of productions, and the operational risk of thereby balancing those likely to be a financial success against those with a less predictable outcome which are deemed to be of educational benefit.

Statement of trustees' responsibilities

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity, and of its results for that period. In preparing those financial statements, the trustees are required to:

* select suitable accounting policies and then apply them consistently;
* observe the methods and principles in the applicable Charities SORP;
* make judgements and estimates that are reasonable and prudent;
* state whether applicable 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 charity will continue in business.

The trustees are responsible for keeping proper accounting records which 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 Charities Act 2011 and the applicable Charities SORP. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

By order of the board of directors and trustees

.....
R Readshaw (Chair)

2 APRIL 2026
.....
Dated

OXFORD THEATRE GUILD

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2025

I report on the accounts of the charity for the year ended 31st December 2025, which are set out on pages 3 to 10.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:-

a) Examine the accounts under Section 145 of the 2011 Act;
b) to follow the procedures laid down in the General Directions given by the Charity Commissioner under Section 145(5)(b) of the 2011 Act; and
c) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

King Loose & Co
St John's House
5 South Parade
Summertown
Oxford OX2 7JL

Heather C. Fanthome

Mrs H C Fanthome FCA

Dated: 13th April 2026

OXFORD THEATRE GUILD

STATEMENT OF FINANCIAL ACTIVITIES (GENERAL PURPOSES FUND)

FOR THE YEAR ENDED 31ST DECEMBER 2025

	Note	Unrestricted Funds/Total Funds 2025 £	2024 £
Income and endowments from			
Other trading activities			
Subscriptions		1,514	1,314
Proceeds from productions, workshops and events		66,781	73,988
Hire of equipment and scenery		-	-
Donations and legacies			
Donations received		1,981	871
Investment income			
Interest received		328	374
Total income and endowments		70,604	76,547
Expenditure on			
Charitable activities			
Cost of productions and events	2	52,347	47,763
Donations and grant support given	3	3,236	-
Costs incurred in furtherance of the Charity's activities	4	8,628	12,761
Total expenditure		64,211	60,524
Net income for the year before investment profit		6,393	16,023
Investment (loss) / profit		(720)	1,779
Net movement in funds		5,673	17,802
Total funds brought forward		68,214	50,412
Total funds carried forward		73,887	68,214

There were no other recognised gains or losses in respect of 2025 or 2024, other than those reflected in the statement of financial activities.

The notes on pages 5 to 9 form part of these accounts.

OXFORD THEATRE GUILD

BALANCE SHEET AS AT 31ST DECEMBER 2025

	Note	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	5		631		817
Investments	6		32,335		33,055
Current assets					
Debtors and Prepaid expenses		2,235		1,449	
Cash at bank and in hand	7	39,892		34,099	
		42,127		35,548	
Creditors: amounts falling due within one year		1,206		1,206	
Net current assets			40,921		34,342
Total assets less current liabilities			73,887		68,214
Represented by:					
Unrestricted funds			73,887		68,214

These accounts were approved by the trustees on 1 APRIL **2026**

.....
R Readshaw **Chair**

.....
J M D Hargreaves **Treasurer**

The notes on pages 5 to 9 form part of these accounts.

OXFORD THEATRE GUILD

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

1. **Accounting policies**

(a) **General Information**
These financial statements have been presented in Pound Sterling as this is the currency of the primary economic environment in which the Charity operates.

(b) **Basis of preparation**
The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland – Charities SORP (FRS 102); and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The charity has taken advantage of the exemption to prepare a cash flow statement, as contained in Financial Reporting Standard 1, on the grounds that it is a small charity.

(c) **Activities**
The financial statements include the results of the charity's operations as described in the trustees' annual report.

(d) **Income recognition**
Income of all kinds is accounted for when receivable, i.e. in the period in which the charity is entitled to receipt, it is probable that the income will be received and the amount of income receivable can be measured reliably.

No permanent endowments have been received in the period.

(e) **Expenditure recognition**
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be reliably measured.

Expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Expenditures directly related to theatrical productions, the Charity's principal activity, are separately identified.

With the exception of grants and donations made, all other costs are support costs in relation to this same activity.

(f) **Grants and donations payable**
Grants and donations payable are payments made to third parties in the furtherance of the charity's objects. In the case of unconditional grant offers, these are accrued once the recipient has been notified of the award. Conditional grants are only accrued when the conditions have been fulfilled and the recipient notified.

No multi-year grants are made.

OXFORD THEATRE GUILD

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

1. **Accounting policies cont'd**

(g) Value added tax
Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the statement of financial activities.

(h) Depreciation
Plant and equipment is initially recognised at cost, which is the purchase price plus any directly attributable costs. Subsequently, plant and equipment is measured at cost less accumulated depreciation and impairment losses.

Depreciation is provided on assets to write off their cost over their estimated useful lives generally on a reducing balance basis. The rates currently used are as follows:

Lighting and general equipment	-	25% per annum
Office equipment	-	10% per annum
Chairs/blankets for summer productions	-	10% per annum
Storage facility	-	20% per annum (straight line basis)

(i) Investment Gains and Losses
Gains and losses on disposal or revaluation of investments are reflected in the statement of financial activities.

(j) Financial Assets – Classified as Basic Financial Instruments

i) **Cash and cash equivalents.** Cash and cash equivalents include cash in hand, deposits held with banks, and other short term highly liquid investments with original maturities of three months or less.

ii) **Trade and other receivables.** Trade and other receivables that are receivable within one year are measured at the undiscounted amount of the cash expected to be received, net of any impairment.

iii) **Trade and other payables.** Trade and other payables that are payable within one year are measured at the undiscounted amount of the cash expected to be paid.

iv) **Investments.** Investments comprise accumulation shares in the Charities Official Investment Fund, for which a fair value can be measured reliably. Such investments are initially recognised at fair value, which is the transaction price excluding transaction costs, and are subsequently measured at fair value through the statement of financial activities.

(k) Fund accounting
Unrestricted funds comprise those funds which the trustees are free to use in accordance with the objects of the charity, as defined in the constitution.

All of the charity's assets are currently represented by unrestricted funds.

(l) Volunteers
The value of services provided by volunteers is not incorporated into these financial statements.

OXFORD THEATRE GUILD

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

(m) Donated services

Where services are provided to the charity as a donation that normally would be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

(n) Going Concern

The financial statements have been prepared on a going concern basis.

The current economic conditions present increased risks for all businesses. In response to such conditions, the trustees have carefully considered these risks, including an assessment of uncertainty on future trading projection for a period of at least 12 months from the date of signing the financial statements, and the extent to which they might affect the preparation of the financial statements.

The trustees have concluded that the going concern basis remains appropriate.

2. Costs of Productions and Events

	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Direct Production and events expenses	52,347	47,763

3. Grants/donations, etc.

	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Grants and donations	3,236	-

OXFORD THEATRE GUILD

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

4. Costs incurred in furtherance of the Charity's activities

	Unrestricted Funds 2025 £	2024 £
Insurance	1,437	1,437
Equipment maintenance	421	120
Depreciation of equipment	186	259
Independent examiner's fees	1,200	1,260
Website expenses	459	306
Sundry expenses	321	218
Bank charges	40	63
Set & Equipment storage costs	1,903	8,731
Play readings	337	77
Festival expenses	918	290
Anniversary celebrations	794	-
Workshops	597	-
Subscriptions	15	-
	8,628	12,761

5. Fixed assets
Tangible assets

	Lighting and general equipment £	Office equipment £	Storage facility £	Playhouse/ summer production items £	Total £
Net book value at 01/01/25	694	87	-	36	817
Net additions in year	-	-	-	-	-
Depreciation for year	(173)	(9)	-	(4)	(186)
Net book value at 31/12/25	521	78	-	32	631

6. Investments

	2025 £	2024 £
6,161.58 accumulation units – COIF Charities Ethical Investment Fund	32,335	33,055

OXFORD THEATRE GUILD

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

7. Cash at bank and in hand

	2025 £	2024 £
Bank account	21,899	26,434
COIF deposit account	17,993	7,665
	39,892	34,099

8. Trustees' Remuneration and Expenses

None of the Trustees, nor any person connected with them, are remunerated by the Charity. No Trustee receives expenses from the Charity, but occasional, low value, reimbursements are made where costs have been incurred on the Charity's behalf.

9. Staff costs

The charity is administered by voluntary workers and there are, therefore, no staff costs incurred. Accordingly, no member of staff is paid more than £60,000 per annum.

10. Unrestricted Funds

All of the charity's net assets are currently represented by unrestricted funds. This was also the situation for the 2024 year.

11. Contingent liabilities or commitments

In the opinion of the trustees, there were no contingent liabilities or legally binding commitments at 31st December 2025.

12. Related party transactions

There were no related party transactions in the year ended 31st December 2025.

OXFORD THEATRE GUILD

SCHEDULE OF PRODUCTIONS AND EVENTS

FOR THE YEAR ENDED 31ST DECEMBER 2025

Productions		£	2025 £
Pygmalion	Gross ticket sales	29,665	
	Venue & ticketing costs	(21,956)	
	Net income	7,709	
	Other expenditure	(8,270)	
			(561)
Twelfth Night	Gross ticket sales	28,820	
	Venue & ticketing costs	(6,428)	
	Net income	22,392	
	Other expenditure	(8,359)	
			14,033
A Dolls House	Gross ticket sales	8,296	
	Venue & ticketing costs	(4,731)	
	Net income	3,565	
	Other expenditure	(2,603)	
			962
Net income on productions and events			14,434

Reflected in the Statement of Financial Activities as:	£
Proceeds from productions, workshops and events	66,781
Production expenses	(52,347)
	14,434