

BLACKWOOD LITTLE THEATRE

TRUSTEE ANNUAL REPORT

Year Ending 30 June 2024



Registered Charity Number

500629

The trustees are pleased to present the annual report and financial statements of Blackwood Little Theatre for the year ended 30 June 2024 in accordance with the requirements of the Companies Act. The following report includes details and commentary on both the financial performance and cash position of Blackwood Little Theatre for the financial year ending 30 June 2024. Accounts have been fully audited and signed off (with no exceptions) as per below...

Signed: K Oldridge FCCA

Date: 18 January 2025

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name:	Blackwood Little Theatre
Registered charity number:	500629
Charity's principal address:	Woodbine Road, Blackwood, Gwent NP12 1QJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Type of governing document:	Constitution
How the charity is constituted:	Association
Trustee selection methods:	Elected from membership as per above

The membership structure of the theatre consists of Honorary Life Members, Members, Family Members, Youth Members (under 18), Production Members and Friends of the Theatre. Life Members are elected for long and loyal service and are elected via an Annual or Special General Meeting (after recommendation by the Executive Committee) and have the rights of full members.

The management of the theatre is overseen by an executive committee which consists of the officers and a maximum of five ordinary members, all of whom shall be elected or re-elected at the Annual General Meeting. The Executive Committee has the power to both appoint all sub-committees deemed necessary for the proper functioning of the theatre and to co-opt members to fill any vacancy which may occur or for any special purpose. The executive committee elected for the year ended 30 June 2021 were as follows:

Name	Position
Janine O'Callaghan	Chairperson
Tim Bennett	Treasurer
Louise Elliott	Secretary
Vacant	Technical Director
Anya O'Callaghan	Marketing Manager
Michelle Rees	Front of House Manager
Shelley Morgan	Fund Raising Manager
Charly Flynn-Giles	Youth Generation Coach
Cathy Clarke	Executive Member

OBJECTIVES AND ACTIVITIES

Blackwood Little Theatre is committed to the promotion of dramatic and operatic arts along with the development of public appreciation and taste in these arts. The theatre strives to both assist and further such charitable institutions and charitable purposes as determined by the management committee.

In shaping our objectives for the year and planning our activities the trustees have considered the Charity Commission's guidance on public benefit (including fee charging). The theatre relies on donations and income from ticket sales to cover its operating costs. In setting the level of ticket prices the trustees consider the accessibility of the theatre for those on low incomes.

In line with the above the main activities of the theatre are as follows:

- To promote plays, dramas, comedies, operas, and other works of merit;
- To purchase, acquire and obtain interests in the copyright of or the right to perform or show any such dramatic or operatic works;
- To raise funds and invite and receive contributions from any person or persons whatsoever by way of membership subscription, donation and otherwise, provided that the society shall not undertake any permanent trading activities in raising funds;
- To do all such things as shall further the objects of the society and to actively encourage the Youth Generation in pursuance of the above-mentioned activities.

ACHIEVEMENTS & PERFORMANCE

I would like to begin by extending heartfelt thanks to our executive committee members, volunteers, and all our members for their invaluable contributions over the past year. Your hard work and dedication on and off the stage have been instrumental to our continued success.

This year, we saw Neal Elstone, Ellouise O'Donnell, and Rhydian O'Donnell step down from the executive committee. We are immensely grateful for their commitment, support, and the passion they brought to Blackwood Little Theatre. We welcomed Charly Flynn-Giles, as our new Youth Generation Coach, and Michelle Rees, as our new Front of House Manager, to the executive committee. The role of Technical Director remains unfilled and will be advertised in due course.

It was also a year of loss, as we bid farewell to our dear friend, patron, and president, Trevor Howlett, who passed away earlier this year. Trevor's legacy and impact on our theatre family will never be forgotten; he will forever remain in our thoughts.

Over the past season, our audiences enjoyed an array of memorable performances. Some highlights included Beyond the Illusion (July 2023), Goodnight Mr Tom (September 2023), Tom Jones Tribute Act (October 2023), Marmaduke the Useless Pirate (December 2023) and The Lovely Bones (March 2024). Our theatre has also been continuously hired by DYT Performing Arts, a longstanding partner that relies on our facilities for productions and rehearsals.

Reflecting on the past year, we are proud of our achievements and the progress we've made. In the NODA Awards, Goodnight Mr Tom received three nominations and The Rise and Fall of Little Voice won Best Production and Performance. Our regular work nights, held every other Tuesday, have been a resounding success. These nights have attracted new volunteers, including local councillor Andrew Farina-Childs, who has shown tremendous support for our theatre. We've strengthened ties with DYT, a local community group, which will participate in our upcoming pantomime and continue using our theatre for their productions and rehearsals. New partnerships with local businesses have enhanced our membership offerings, including discounts of 20% on ticket purchases, refreshments, and theatre hire, as well as discounts at McKenzie's Café in Blackwood and Spirit Hair Team in Ystrad Mynach. Thanks to a grant from Blackwood Town Council, we have finally replaced our theatre's 'reds,' which had been missing for over twelve years.

Looking ahead, we have an exciting line-up for the 2024/25 season, including Rapunzel the Panto (December 2024), Shakers ReStirred (February 2025), Blood Brothers (March 2025), Abigail's Party (July 2025). In addition, our theatre has secured direct hires for the upcoming year from Castle of Illusions (December 2024 & April 2025), DYT Dance (January & April 2025) and Westlive Tribute Act (April 2025).

Our main focus for the coming year will be on securing grants to upgrade critical facilities, including our electrical system, fire safety equipment, and disabled stage access. Detailed plans are outlined in our feasibility report, which is available to all members upon request.

Our theatre has gone from strength to strength over the last year. We've welcomed new audiences, hosted new productions, and seen patrons return to enjoy our vibrant community space. Thank you to everyone who has supported Blackwood Little Theatre in any way. Your continued commitment keeps our doors open, making our community theatre a place for everyone.

FINANCIAL REVIEW

We are a self-funded theatre and performing arts society and continue to be principally dependant on income generated through our in-house productions and related ticket sales. All income received is used to sustain the existence of the theatre for the benefit of the local community.

Total **cash in the bank** as at 30 June 2024 was **£26,429** (£15,060 in 2022-23) made up of £21,552 (Barclays Current Account) and £4,877 (Barclays Savings Account). We therefore generated a **positive inflow** of cash of **£11,369** during the year. Total outstanding **liability** in relation to the Barclays Bounce Back Loan was **£5,833** as at 30 June 2024 (£7,833 as at June 2023). There were **no capital additions** during the year.

Total profit for the year was **£12,787** as compared to a loss of £6,233 in 2022-23. **Total income** for 2023-24 was **£46,858** (£20,955 in 2022-23) with associated **total costs** of **£34,070** (£27,188 in 2022-23).

Total direct production income for 2023-24 was **£33,695** (£18,777 in 2022-23) of which ticket sales made up the greatest proportion (£23,374) followed by front of house/bar sales (£8,391), venue hire sales (£1,578) and sponsorship sales (£350). **Total direct production costs** for 2023-24 was **£12,660** (£7,935 in 2022-23) of which front of house/bar costs made up the greatest proportion (£3,778) followed by artist costs (£2,600), costumes and props (£2,455), stage and set (£1,672), rights, licences and scripts (£1,041), advertising and promotion (£614) and lighting and sound (£322).

Total non-production (general) income for 2023-24 was **£5,304** (£2,178 in 2022-23) mainly made up annual membership and production fees (£3,679), public donations (£1,164) and other income (£395). **Total non-production (general) costs** for 2023-24 were **£16,670** (£12,890 in 2022-23) mainly made up of heat and light (£5,889), general maintenance (£2,800), insurance (£1,921), water and utilities (£1,584), rates and professional fees (£1,179), depreciation costs (£701), telephone and internet (£584), rights, licences and scripts (£518), lighting and sound (£421), other costs (£316), stage and set (£277), bank charges and interest (£237) and software costs (£202).

Total renovation fund income for 2023-24 was **£7,859** (£0 in 2022-23) made up of grant income from CCBC (£5,864), Blackwood Town Council (£1,095) and Asda (£900). **Total renovation fund costs** for 2023-24 were **£4,740** (£6,363 in 2022-23) made up of professional survey fees from Hurley & Davies Ltd.

A summary of the financial position for 2023-24 (with prior year comparison) can be found below whilst a more detailed breakdown of all income and expenditure for the year can be found on the following page.

BLT PROFIT & LOSS ACCOUNT (SUMMARY) FOR PERIOD ENDING:								30 Jun 2024
Year Ending:	Jun-24	Jun-23	Jun-22	Jun-21	Jun-20	Jun-19	Jun-18	Jun-17
	£	£	£	£	£	£	£	£
Income								
Direct Production Income	33,695	18,777	4,446	-130	20,518	23,442	16,595	20,485
General (Non Production) Income	4,140	1,971	3,949	16,558	13,269	2,914	2,055	1,328
Charitable Fund Raising Income	1,164	207	7	0	140	8,582	0	0
Renovation Fund Income	7,859	0	1,124	0	4,232	16,313	4,328	64,127
Total Income	46,858	20,955	9,526	16,428	38,159	51,251	22,978	85,940
Expenditure								
Direct Production Costs	-12,660	-7,935	-2,474	0	-9,865	-9,463	-9,820	-8,361
Gross Profit / Loss	34,198	13,020	7,053	16,428	28,294	41,788	13,158	77,579
General (Non Production) Costs	-16,670	-12,890	-13,573	-12,849	-11,654	-12,960	-12,426	-7,262
Charitable Fund Raising Costs	0	0	0	-350	-135	-8,783	0	0
Renovation Fund Costs	-4,740	-6,363	0	0	-7,570	-13,000	-1,562	-67,808
Total Expenditure	-34,070	-27,188	-16,046	-13,199	-29,224	-44,205	-23,808	-83,431
Net Profit / Loss	12,787	-6,233	-6,520	3,229	8,935	7,046	-830	2,509

BLACKWOOD LITTLE THEATRE

INCOME & EXPENDITURE ACCOUNT FOR YEAR ENDED JUNE 2024

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year
	£	£	£	£	£
Direct Production Income					
Ticket sales (online)	23,403	0	0	23,403	13,110
Ticket sales (offline)	-29	0	0	-29	198
Front of house/bar (sales)	8,391	0	0	8,391	4,670
Venue hire (sales)	1,578	0	0	1,578	800
Sponsorship (sales)	350	0	0	350	0
Other production income (sales)	3	0	0	3	0
Sub total	33,695	0	0	33,695	18,777
General Income					
Membership fees (online)	3,659	0	0	3,659	1,826
Membership fees (offline)	20	0	0	20	120
Bank commission and interest	66	0	0	66	25
Other income	395	0	0	395	0
Sub total	4,140	0	0	4,140	1,971
Charitable Fund Raising Income					
Charity public donations (online)	614	0	0	614	156
Charity public donations (offline)	550	0	0	550	51
Sub total	1,164	0	0	1,164	207
Renovation Fund Income					
Renovation fund grant income	7,859	0	0	7,859	0
Renovation fund loan income	0	0	0	0	0
Sub total	7,859	0	0	7,859	0
Total Income	46,858	0	0	46,858	20,955
Direct Production Expenditure					
Front of house/bar (purchases)	-3,778	0	0	-3,778	-1,342
Artist fees	-2,600	0	0	-2,600	-4,460
Costumes and props	-2,455	0	0	-2,455	-134
Stage and set	-1,672	0	0	-1,672	-377
Rights, licences and scripts	-1,041	0	0	-1,041	-874
Advertising and promotion	-614	0	0	-614	-104
Lighting and sound	-322	0	0	-322	-273
Venue hire	-80	0	0	-80	0
Travel and accommodation	-50	0	0	-50	0
Other costs	-48	0	0	-48	0
Payment service fees	0	0	0	0	-370
Sub total	-12,660	0	0	-12,660	-7,935
General Expenditure					
Heat and light	-5,889	0	0	-5,889	-4,769
General maintenance	-2,800	0	0	-2,800	-1,224
Insurance costs	-1,921	0	0	-1,921	-1,944
Water and utilities	-1,584	0	0	-1,584	-1,474
Rates and professional fees	-1,179	0	0	-1,179	-231
Depreciation costs	-701	0	0	-701	-889
Telephone and internet	-584	0	0	-584	-601
Rights, licences and scripts	-518	0	0	-518	0
Lighting and sound	-421	0	0	-421	-572
Other costs	-316	0	0	-316	-64
Stage and set	-277	0	0	-277	-134
Bank charges and interest	-237	0	0	-237	-287
Software costs	-202	0	0	-202	-173
Advertising and promotion	-40	0	0	-40	-350
Office and stationery	0	0	0	0	-153
Front of house/bar (purchases)	0	0	0	0	-24
Sub total	-16,670	0	0	-16,670	-12,889
Charitable Fund Raising Costs					
Charity public donations (online)	0	0	0	0	0
Charity public donations (offline)	0	0	0	0	0
Sub total	0	0	0	0	0
Renovation Fund Expenditure					
Renovation fund (cost)	-4,740	0	0	-4,740	-6,363
Renovation fund (loan)	0	0	0	0	0
Sub total	-4,740	0	0	-4,740	-6,363
Total Expenditure	-34,070	0	0	-34,070	-27,188
Net Surplus / (Deficit)	12,787	0	0	12,787	-6,233
Cash Funds Analysis					
Transfers between funds	-1,484	66	0	-1,418	-1,111
Cash funds last year	10,249	4,811	0	15,060	22,404
Cash funds this year	21,552	4,877	0	26,429	15,060

BLACKWOOD LITTLE THEATRE					
ASSETS & LIABILITIES AS AT 30 JUNE 2024					
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year
	£	£	£	£	£
Cash Funds:					
Cash at bank	21,552	4,877	0	26,429	15,060
Cash in hand	0	0	0	0	0
Total	21,552	4,877	0	26,429	15,060
Other Monetary Assets:					
Trade debtors	50	0	0	50	0
Income accrual	618	0	0	618	0
Total	668	0	0	668	0
Assets Retained for Charity Use:					
Fixtures and fittings	4,204	0	0	4,204	4,905
Office equipment and IT	0	0	0	0	0
Total	4,204	0	0	4,204	4,905
Total (Assets)	26,424	4,877	0	31,301	19,965
Liabilities:					
Barclays Bounce Back Loan	5,833	0	0	5,833	7,833
Accruals	549	0	0	549	0
Total	6,383	0	0	6,383	7,833
Total (Liabilities)	6,383	0	0	6,383	7,833
Total (Net Assets)	20,041	4,877	0	24,919	12,131
Total (Net Assets)	20,041	4,877	0	24,919	12,131
Equity:					
Net profit/loss (prior year(s))	12,131	0	0	12,131	18,365
Net profit/loss (current year)	12,787	0	0	12,787	-6,233
Total (Equity)	24,919	0	0	24,919	12,131