

Charity registration number 508384

**CARLTON LITTLE THEATRE TRUST**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

# CARLTON LITTLE THEATRE TRUST

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Trustees</b>	Mr L West Mr B Dickson Mr N Cooper
<b>Charity number</b>	508384
<b>Principal address</b>	7 Grange Road West Birkenhead Wirral CH41 4BY
<b>Independent examiner</b>	Jean Ellis BA FCA CTA DSG Castle Chambers 43 Castle Street Liverpool L2 9TL

---

# CARLTON LITTLE THEATRE TRUST

## CONTENTS

---

	<b>Page</b>
Executive Committee report	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 13

---

# CARLTON LITTLE THEATRE TRUST

## EXECUTIVE COMMITTEE REPORT

### FOR THE YEAR ENDED 30 JUNE 2022

---

The Executive Committee present their annual report and financial statements for the year ended 30 June 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, 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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The charity's objects are to promote the advancement and improvements of the general education in relation to all aspects of the arts or drama and the development of public appreciation of such arts. This is achieved by the provision of Amateur Theatre for the benefit of the local community.

#### **Achievements and performance**

Formed in 1930, the resident Theatre Group are the Carlton Players who present six full-length plays and a Pantomime each season. Each play consisted of five performances from Tuesday to Saturday. The pantomime runs from Friday to Sunday with matinees on Saturday and Sunday. We have a lot of subscribers who only pay for five shows, they get the sixth one free. We also invite local charities to sell tickets to raise funds for themselves. We give tickets to local organisations as well. During the season we do have other societies in putting varied performances on.

Because of the Pandemic, we had to cancel the first two shows of the season. So, our season was four plays and a pantomime.

The outside lettings we had in were as follows:

- Treading The Boards
- Xtreme Dance
- Lifetime Productions
- Louise Forster Dance School

#### **Public Benefit**

The Executive Committee have paid due regard to the Charity Commission's guidance on public benefit in deciding the activities undertaken by the Charity during the year. The Executive Committee are satisfied that the information provided in the report and accounts meets the public benefit reporting requirements.

#### **Financial review**

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

The net deficit from charitable activities for the year was £29,571 (2021: £8,937). The unrestricted fund remains at an acceptable level to enable the Trust to operate.

#### **Reserves policy**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Executive Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has not been reached in the current year and the Executive Committee are considering ways to address this by focusing on income generation to increase the charity's income in the future.

#### **Risk policy**

The Executive Committee have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# CARLTON LITTLE THEATRE TRUST

## EXECUTIVE COMMITTEE REPORT (CONTINUED)

*FOR THE YEAR ENDED 30 JUNE 2022*

---

### **Structure, governance and management**

The charity's governing trust deed was adopted on 1st November 1978.

The Executive Committee who served during the year were:

Mrs J Breckon  
Mr R Breckon  
Mrs E Youster  
Mrs P Buckle  
Mrs L Smith  
Mr S Youster  
Mr G Crawshaw  
Mr L West  
Mr B Dickson  
Mr N Cooper

There are three Trustees who, together with the Executive Committee, administer the day to day affairs of the Trust. They also decide on the usage of the building and its annual theatre programme. Mr Nigel Cooper, Mr Brian Dickson and Mr Les West are the Trustees.

The Executive Committee report was approved by the Board of Executive Committee.

Mr L West  
**Trustee**

12 April 2023

# CARLTON LITTLE THEATRE TRUST

## INDEPENDENT EXAMINER'S REPORT

### TO THE EXECUTIVE COMMITTEE OF CARLTON LITTLE THEATRE TRUST

---

I report to the Executive Committee on my examination of the financial statements of Carlton Little Theatre Trust (the charity) for the year ended 30 June 2022.

This report is made solely to the charity's Executive Committee as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Executive Committee those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Executive Committee as a body, for my work, for this report, or for the opinions I have formed.

#### **Responsibilities and basis of report**

As the Executive Committee of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

**Jean Ellis BA FCA CTA**

DSG

Castle Chambers

43 Castle Street

Liverpool

L2 9TL

Dated: 12 April 2023

# CARLTON LITTLE THEATRE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2022

---

		Unrestricted funds 2022 £	Unrestricted funds 2021 £
	Notes		
<b><u>Income and endowments from:</u></b>			
Voluntary Income	3	-	39,906
Charitable activities	4	32,369	-
Other income	5	342	3,433
		<hr/>	<hr/>
<b>Total income</b>		32,711	43,339
		<hr/>	<hr/>
<b><u>Expenditure on:</u></b>			
Charitable activities	6	62,282	52,276
		<hr/>	<hr/>
<b>Net expenditure for the year/ Net movement in funds</b>		(29,571)	(8,937)
Fund balances at 1 July 2021		295,745	304,682
		<hr/>	<hr/>
<b>Fund balances at 30 June 2022</b>		266,174	295,745
		<hr/> <hr/>	<hr/> <hr/>

# CARLTON LITTLE THEATRE TRUST

## BALANCE SHEET

AS AT 30 JUNE 2022

---

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		253,332		261,273
<b>Current assets</b>					
Stocks	11	1,000		300	
Debtors	12	1,457		985	
Cash at bank and in hand		17,144		39,346	
		<u>19,601</u>		<u>40,631</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(6,759)</u>		<u>(6,159)</u>	
Net current assets			<u>12,842</u>		<u>34,472</u>
<b>Total assets less current liabilities</b>			<u>266,174</u>		<u>295,745</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
General unrestricted funds		45,066		68,319	
Revaluation reserve		<u>221,108</u>		<u>227,426</u>	
			<u>266,174</u>		<u>295,745</u>
			<u>266,174</u>		<u>295,745</u>

The financial statements were approved by the Executive Committee on 12 April 2023

Mr L West  
Trustee

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 30 JUNE 2022**

---

### **1 Accounting policies**

#### **Charity information**

Carlton Little Theatre Trust is an unincorporated charity. The principle address is 7 Grange Road West, Birkenhead, Wirral, CH41 4BY.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Executive Committee have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Executive Committee continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Executive Committee in furtherance of their charitable objectives.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### **1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Support costs all relate to the provision of the charitable activity.

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

---

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land & Buildings	2% Straight Line
Equipment and wardrobe	15% Reducing balance
Lift	10% Straight line
Fixtures & Fittings	10% Reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Stocks

Stocks are stated at the lower of cost and net realisable value. Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Executive Committee are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Voluntary Income

	Total	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	-	7,157
Government grant income	-	32,749
	<u>-</u>	<u>39,906</u>
	<u>-</u>	<u>39,906</u>

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

---

### 4 Incoming resources from charitable activities

	2022 £	2021 £
Income from charitable activities	32,369	-

### 5 Other income

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Insurance claims	342	3,433

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 JUNE 2022

6 Charitable activities	Property costs		Production costs		Trading costs		Total		Property costs		Production costs		Trading costs		Total	
	2022	£	2022	£	2022	£	2022	£	2021	£	2021	£	2021	£	2021	£
Staff costs	-		-		6,335		6,335		-		-		7,174		7,174	
Depreciation and impairment	7,942		-		-		7,942		8,049		-		-		8,049	
Insurance	6,392		-		-		6,392		5,617		-		-		5,617	
Rates	1,346		-		-		1,346		1,465		-		-		1,465	
Maintenance	5,522		-		-		5,522		14,306		-		-		14,306	
Light and heat	12,400		-		-		12,400		3,719		-		-		3,719	
Cleaning	3,374		-		-		3,374		4,443		-		-		4,443	
Security	480		-		-		480		134		-		-		134	
Theatre tickets, programmes and advertising	-		905		-		905		-		1,130		-		1,130	
Photos, costumes, stage props and scripts	-		2,351		-		2,351		-		474		-		474	
Subscriptions and licences	-		2,084		-		2,084		-		793		-		793	
Catering expenses	-		1,284		-		1,284		-		-		-		-	
Bar supplies	-		-		3,292		3,292		-		-		-		-	
Other charitable expenditure	-		-		450		450		-		-		-		-	
	37,456		6,624		10,077		54,157		37,733		2,397		7,174		47,304	
Share of support costs (see note 7)	5,289		-		-		5,289		2,284		-		-		2,284	
Share of governance costs (see note 7)	2,836		-		-		2,836		2,688		-		-		2,688	
	45,581		6,624		10,077		62,282		42,705		2,397		7,174		52,276	

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

### 7 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Office expenses	1,861	-	1,861	790	-	790
Sundry	3,428	-	3,428	1,494	-	1,494
Legal and professional	-	2,836	2,836	-	2,688	2,688
	<u>5,289</u>	<u>2,836</u>	<u>8,125</u>	<u>2,284</u>	<u>2,688</u>	<u>4,972</u>
Analysed between						
Charitable activities	<u>5,289</u>	<u>2,836</u>	<u>8,125</u>	<u>2,284</u>	<u>2,688</u>	<u>4,972</u>

Governance costs includes payments to the independent examiners of £2,836 (2021: £2,688) for examination fees.

### 8 Executive Committee

None of the Executive Committee (or any persons connected with them) received any remuneration or benefits during the year.

The Executive Committee are considered to fulfil the definition of key management personnel. Remuneration due to key management personnel is therefore nil (2021: £nil).

### 9 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Employees	<u>1</u>	<u>1</u>

### Employment costs

	2022	2021
	£	£
Wages and salaries	<u>6,335</u>	<u>7,174</u>

There were no employees whose annual remuneration was more than £60,000.

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

### 10 Tangible fixed assets

	Land & Buildings	Equipment and wardrobe	Lift	Fixtures & Fittings	Total
	£	£	£	£	£
<b>Cost or valuation</b>					
At 1 July 2021	350,000	23,096	34,936	54,113	462,145
At 30 June 2022	350,000	23,096	34,936	54,113	462,145
<b>Depreciation and impairment</b>					
At 1 July 2021	98,000	22,807	34,936	45,129	200,872
Depreciation charged in the year	7,000	43	-	898	7,941
At 30 June 2022	105,000	22,850	34,936	46,027	208,813
<b>Carrying amount</b>					
At 30 June 2022	245,000	246	-	8,086	253,332
At 30 June 2021	252,000	289	-	8,984	261,273

The revalued asset relates to freehold property transferred from the Birkenhead Repertory Theatre at a cost of £34,125. In 2007 the freehold property was revalued by Smith and Sons Property Consultants at £350,000. As permitted under FRS 102 the charity has elected to use this amount, less accumulated depreciation since the revaluation date, as deemed cost on transition to FRS 102.

As at 30 June 2021 the historical cost of the property was £34,125 (2021 : £34,125) and accumulated depreciation on cost was £10,236 (2021: £9,553). Therefore, had the revalued asset been carried at historic cost less accumulated depreciation, the carrying value would have been £23,890 (2021: £24,572 ). Depreciation for the year on cost was £683 (2021: £683). The £6,317 (2021: £6,317) reduction in the revaluation reserve represents the difference between the annual depreciation charge on the valuation and that on cost, which is transferred to general unrestricted funds.

### 11 Stocks

	2022	2021
	£	£
Finished goods and goods for resale	1,000	300

### 12 Debtors

	2022	2021
	£	£
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	1,457	985

# CARLTON LITTLE THEATRE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

---

**13 Creditors: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	£	£
Accruals and deferred income	6,759	6,159
	<u>          </u>	<u>          </u>

**14 Related party transactions**

There were no disclosable related party transactions during the year (2021 - none).