



Hereford Musical Theatre Company

(formerly Hereford Amateur Operatic Society)

est. 1898

Registered Charity Number: 511315

Trustees' Annual Report for the year ending 31 December 2023

Headquarters

The Tomkins Theatre
148 Whitecross Road
HEREFORD
HR4 0DH

Bank

Lloyds Bank PLC Business Banking
PO Box 1000
ANDOVER
BX1 1LT

Independent Examiner

Mrs Barbara Double

Charitable Status

Hereford Musical Theatre Company is a Registered Charity (Number: 511315), which is an unincorporated association.

Governing Document

Constitution of 1898 as amended on 24 February 1981 and 13 March 2007.

Trustees

Mr Paul Morris

Mrs Nicolette Willett

The Trustees are appointed by the executive committee.

Governance

Membership of Hereford Musical Theatre Company is open to all those over the age of sixteen years having sympathy with the objects of the society and desiring actively to further it and who pay the annual subscription as appropriate. The annual subscription is determined by the Executive Committee and agreed by the members at the Annual General Meeting.

In accordance with the constitution, the Executive Committee is elected by the members at the Annual General Meeting. It meets regularly throughout the year (normally once a month) and has responsibility for the day to day running of the society, and its financial and legal responsibilities.

Charitable Objects

To educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in the said arts.

Activities

To this end, HMTC aims to present a variety of full-scale musical theatre productions, considering the suitability and marketability of each. There may be some variation from year to year, but our normal output includes:

- one show at Hereford's Courtyard Theatre, usually in November;
- one show at our own Tomkins Theatre, usually in the late spring or early summer;
- a concert of seasonal music at the Tomkins Theatre, in December.

We run an active youth section for young people aged between eight and sixteen, which meets regularly on Sundays during term time. The youth section normally presents its own production(s) each year – either an appropriate full-scale musical or a specific junior version, and/or a concert performance enabling as many as possible to perform. The young people also have the opportunity to participate in the main society productions, when there are roles for them.

Members who do not wish to perform on stage are encouraged to participate in productions in other roles, such as stage crew, props, wardrobe, makeup, front of house, hospitality, etc.

HMTC also runs social and fundraising activities, in order to encourage participation amongst members and to help fund major productions.

Annual Review

For the fourth year in a row, we ended 2023 in a better financial position than we started it; indeed, it was our most profitable year, based on our own efforts, since 2017. Furthermore, having lost over £28,000 over 2018 and 2019, we finally surpassed the assets figure for 2017, putting us in the best financial position we have been in for many years, if not ever. It should also be noted that our final position is after making advance payments of over £1540 for 2024 productions.

Adult subs have remained fairly steady but, once again, 50 Club membership was down. Youth Group subs were up in 2023.

Our income from hire of the Tomkins Theatre dropped by nearly £800 last year but, considering that one of our main hirers for several years stopped using the hall in the summer, this was not unexpected. Our costs, especially for energy, continue to spiral, so every hire helps.

Social/fundraising events help to add to the coffers. Thank you to everyone involved in running or helping with one or more of these.



As for our 2023 productions, between the main company and the Youth Group, we had 5 main shows and concerts in 2023, all of which made a profit – a fabulous result!

We are grateful to everyone who works hard on behalf of HMTC to enable us to continue to do what we love doing – thank you!

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Full name(s)	Paul Wilfred Morris	Nicolette Irene Willett
Position	President/ Trustee	Vice Chair/ Trustee
Signature(s)		
Date	25-09-2024	25:09:2024

HEREFORD MUSICAL THEATRE COMPANY

AUDITED ACCOUNTS 2023

2 **HMTC ACCOUNTS 2023**

	2023		2022
INCOME			
Membership			
Subscriptions - Adult Company	3,565.00		3,595.00
- Youth Group	1,623.00		1,395.00
Patrons/Friends/VPs	660.00		382.00
50 Club	1,840.00		2,070.91
NODA Long Service Awards	150.00		12.00
Hall Hire	8,932.00	(b/f 2022 162.00 crd 2023 325.00)	9,719.50 (b/f 2021 546.00 crd 2022 162.00)
Bar Takings	322.24		259.33
Donations (Unspecified)	64.00		180.00
Bank Interest	192.79		11.23
Events			
Theatre Trip - Lichfield	-		600.00
Craft Fair	408.90		556.90
Karaoke Night	132.60		-
Treasure Hunt	200.00		-
September Sale	664.00		-
Halloween Party	108.80		-
Dinner Dance	4,310.00		4,395.75
Sundries			
- Fundraising	-		120.98
- Hire of Mics	-		335.00
- Sale of Mirrors	75.00		-
- Children in Need Collection	60.00		-
Income from Shows and Concerts	64,826.76	(b/f 2022 0.00)	48,377.91
TOTAL	<u>88,135.09</u>		<u>72,011.51</u>
EXPENDITURE			
Admin			
NODA Membership	230.00		72.00
Insurance	2,630.64		2,423.84
Bar Licence	180.00		180.00
Website Management	195.00		805.90
General Publicity	118.00		
CIO Admin	919.40		-
Postage	22.25		11.95
Photocopier Supplies	73.55		
Card Payment Device and Printer Rolls	-		126.49
Card Payment Device Fees	44.37		28.28
Membership			
50 Club Prizes	1,755.00	(crd 2022 0.00)	1,585.00 (crd 2021 135.00)
NODA Long Service Awards	437.97		24.00
Musical Director - Jenni Axtell	5,400.00		5,400.00
Hall			
Cleaning, Maintenance and General Running Costs	4,294.23	(crd 2022 175.00 deb 2023 234.00)	4,919.82 (crd 2021 275.00 deb 2022 175.00)
Services			
- Electricity/Gas/Water	6,033.81		6,017.78
- Phone Line/Broadband	562.65		500.15
- Recycling	278.07		321.68
Production Equipment	920.30		
Rental of Small Hall from Holy Trinity PCC	100.00	(deb 2023 100.00)	100.00
Bar Stock	-		194.93
Events			
Gala Night (2021)	-		0.00 (crd 2021 65.35)
Theatre Trip - Lichfield	-		587.58
September Sale	65.00		-
Craft Fair	114.37		173.24
Dinner Dance	3,185.00		3,851.00
Sundries			
- Children in Need Donation	75.00	(deb 2023 75.00)	-
Expenditure for Shows and Concerts	50,477.15	(crd 2022 409.02 deb 2023 707.65)	43,424.26 (crd 2021 80.71 deb 2022 409.02)
TOTAL	<u>78,111.76</u>		<u>70,747.90</u>
OVERALL BALANCE	<u>10,023.33</u>		<u>1,263.61</u>
ASSETS B/F	123,132.73		121,869.12
ASSETS C/F	133,156.06		123,132.73
OVERALL BALANCE	<u>10,023.33</u>		<u>1,263.61</u>

3 **HMTC SHOW ACCOUNTS 2023**

	2022		2023					2024			TOTALS
	The Addams Family	Let's Deck the Halls Again	The Wizard of Oz (Jr)	All Shook Up	YG Summer Show	Elf	Rocking Around the Christmas Tree	Annie (Jr)	Made in Dagenham	The Full Monty	
INCOME											
Box Office Takings	-	20.00	2,780.89	4,759.37	974.23	42,437.90	1,231.45	-	-	-	
Sponsorship	-	-	-	150.00	-	1,250.00	-	-	-	-	
Programme Adverts	-	-	-	-	-	690.00	-	-	-	-	
Donations	-	-	-	150.00	-	250.00	-	-	-	-	
Script Hire Deposits	-	-	-	-	-	570.00	-	-	-	-	
Show Levy	-	-	-	-	-	720.00	-	-	-	-	
Show Merchandise	-	-	-	-	-	1,160.00	-	-	-	-	
Photos/DVD Sales	-	-	-	-	-	820.00	-	-	-	-	
Programme Sales	-	-	102.00	142.50	-	(1,655.00	-	-	-	-	
Show Raffle, Tombola, etc.	-	-	230.00	375.00	279.00	(436.50	-	-	-	
Bar Takings	-	-	889.00	1,371.80	7.90	-	356.20	-	-	-	
Ice Creams, Sweets, etc.	-	-	-	570.00	75.00	-	-	-	-	-	
Bucket Collections	-	-	-	-	-	373.02	-	-	-	-	
TOTAL	0.00	20.00	4,001.89	7,518.67	1,336.13	49,925.92	2,024.15	0.00	0.00	0.00	64,826.76
Less: Debtors 2022	-	-	-	-	-	-	-	-	-	-	0.00
Add: 2023 Creditors	-	-	-	-	-	-	-	-	-	-	0.00
	0.00	20.00	4,001.89	7,518.67	1,336.13	49,925.92	2,024.15	0.00	0.00	0.00	64,826.76
EXPENDITURE											
Licence/Royalties	-	59.02	-	1,443.00	79.95	7,630.14	-	495.00	500.00	500.00	
Theatre Hire	-	-	-	-	-	7,806.00	-	-	-	-	
Theatre Box Office Admin Charges	-	-	-	-	-	8,258.34	-	-	-	-	
Theatre Hospitality	-	-	-	-	-	39.60	-	-	-	-	
Theatre Technical Charges	-	-	-	-	-	2,760.61	-	-	-	-	
Light/Sound	350.00	-	-	67.45	-	1,422.90	-	-	-	-	
Scenery/Hall Decoration	-	-	190.26	399.17	47.00	2,615.46	-	-	-	-	
Props	-	-	-	-	-	38.89	-	-	-	-	
Costumes	-	-	180.32	-	-	1,308.39	-	-	-	-	
Band	-	-	530.00	1,200.00	-	3,900.00	-	-	-	-	
Production Team's Expenses	-	-	-	-	-	310.99	-	-	-	-	
Script Deposit Refunds	-	-	-	-	-	570.00	-	-	-	-	
Publicity	-	-	-	397.00	-	2,379.51	93.60	45.00	-	-	
Programmes	-	-	125.00	-	-	1,380.00	-	-	-	-	
Production Cards and Gifts	-	-	-	112.49	-	98.45	-	-	-	-	
DVD Editing and Production	-	-	-	-	-	-	-	-	-	-	
Show Merchandise	-	-	-	-	-	870.10	-	-	-	-	
Bar Stock	-	-	661.70	729.70	-	-	217.48	-	-	-	
Bar Licence	-	-	21.00	-	-	-	-	-	-	-	
Ice Cream Stock	-	-	-	345.00	-	-	-	-	-	-	
TOTAL	350.00	59.02	1,708.28	4,693.81	126.95	41,389.38	311.08	540.00	500.00	500.00	50,178.52
Less Creditors 2022	-350.00	-59.02	-	-	-	-	-	-	-	-	-409.02
Add: Payments in Advance 2022	-	-	-	-	-	-	-	-	-	-	0.00
Add: 2023 Debtor	-	-	-	-	-	650.00	57.65	-	-	-	707.65
	0.00	0.00	1,708.28	4,693.81	126.95	42,039.38	368.73	540.00	500.00	500.00	50,477.15

4 ASSETS

<u>FIXED ASSETS</u>	2023	2022
Land and Buildings	52,833.00	52,833.00
New Ceiling	6,452.87	6,452.87
Equipment	1,808.54	1,808.54
Microphones	3,327.25	3,327.25
Chairs	200.00	200.00
Seats	4,953.00	4,953.00
Trolley	108.00	108.00
Tables	1,380.00	1,380.00
Keyboard	729.73	729.73
Till	54.99	54.99
Sound System	1,090.50	1,090.50
	<u>72,937.88</u>	<u>72,937.88</u>
 <u>CURRENT ASSETS</u>		
Cash in Hand	200.00	100.00
Cash at Bank	60,809.83	50,516.87
- Current Account	- 38,706.84	- 28,606.67
- Instant Saver Account	- 22,102.99	- 21,910.20
Debtors and Payments in Advance at 31/12	325.00	162.00
Creditors at 31/12	-1,116.65	-584.02
	<u>60,218.18</u>	<u>50,194.85</u>
 <u>TOTAL ASSETS</u>	 <u>133,156.06</u>	 <u>123,132.73</u>

5 OUTSTANDING DEBTORS AND CREDITORS 2023

DEBTORS

PAID	15/03/2024	HALL HIRE		325.00
				<u>325.00</u>

CREDITORS

PAID	02/01/2024	SMALL HALL	RENT	100.00
PAID	05/01/2024	ELF	DVD PRODUCTION	650.00
PAID	16/01/2024	CLEANING	DECEMBER	234.00
PAID	30/01/2024	DONATION	CHILDREN IN NEED	75.00
PAID	09/02/2024	ROCKING AROUND	ROYALTIES	57.65
				<u>1,116.65</u>

BALANCE **-791.65**

RECONCILED DEBTORS AND CREDITORS 2022

DEBTORS

PAID	10/01/2023	HALL HIRE		36.00
PAID	02/02/2023	HALL HIRE		90.00
PAID	06/02/2023	HALL HIRE		36.00
				<u>162.00</u>

CREDITORS

PAID	09/01/2023	CLEANING	DECEMBER	175.00
PAID	08/02/2023	ADDAMS FAMILY	SOUND DESIGN	350.00
PAID	08/02/2023	DECK THE HALLS AGAIN	ROYALTIES	59.02
				<u>584.02</u>

BALANCE **-422.02**

Appendix A: **HMTC INCOME AND EXPENDITURE 2023**

INCOME	2023	2022
Membership		
Subscriptions		
- Adult Company	3,565.00	3,595.00
- Youth Group	1,623.00	1,395.00
Patrons/Friends/VPs	660.00	382.00
50 Club	1,840.00	2,070.91
NODA Long Service Awards	150.00	12.00
Hall Hire	8,769.00	10,103.50
Bar Takings	322.24	259.33
Donations (Unspecified)	64.00	180.00
Bank Interest	192.79	11.23
Events		
Theatre Trip - Lichfield	-	600.00
Craft Fair	408.90	556.90
Karaoke Night	132.60	-
Treasure Hunt	200.00	-
September Sale	664.00	-
Halloween Party	108.80	-
Dinner Dance	4,310.00	4,395.75
Sundries		
- Fundraising	-	120.98
- Hire of Mics	-	335.00
- Sale of Mirrors	75.00	-
- Children in Need Collection	60.00	-
Income from Shows and Concerts	64,826.76	48,377.91
TOTAL	<u>87,972.09</u>	<u>72,395.51</u>
 EXPENDITURE		
Admin		
NODA Membership	230.00	72.00
Insurance	2,630.64	2,423.84
Bar Licence	180.00	180.00
Website Management	195.00	805.90
General Publicity	118.00	-
CIO Admin	919.40	-
Postage	22.25	11.95
Photocopier Supplies	73.55	-
Card Payment Device and Printer Rolls	-	126.49
Card Payment Device Fees	44.37	28.28
Membership		
50 Club Prizes	1,755.00	1,720.00
NODA Long Service Awards	437.97	24.00
Musical Director	-	-
- Jenni Axtell	5,400.00	5,400.00
Hall		
Cleaning, Maintenance and General Running Costs	4,235.23	5,019.82
Services		
- Electricity/Gas/Water	6,033.81	6,017.78
- Phone Line/Broadband	562.65	500.15
- Recycling	278.07	321.68
Production Equipment	920.30	-
Rental of Small Hall from Holy Trinity PCC	-	100.00
Bar Stock	-	194.93
Events		
Gala Night (2021)	-	65.35
Theatre Trip - Lichfield	-	587.58
September Sale	65.00	-
Craft Fair	114.37	173.24
Dinner Dance	3,185.00	3,851.00
Expenditure for Shows and Concerts	50,178.52	43,095.95
TOTAL	<u>77,579.13</u>	<u>70,719.94</u>
 BALANCE	<u>10,392.96</u>	<u>1,675.57</u>

Appendix B: **HMTC INCOME AND EXPENDITURE 2023 - SHOWS**

	2022		2023					2024			TOTALS
	The Addams Family	Let's Deck the Halls Again	The Wizard of Oz (Jr)	All Shook Up	YG Summer Show	Elf	Rocking Around the Christmas Tree	Annie (Jr)	Made in Dagenham	The Full Monty	
INCOME											
Box Office Takings	-	20.00	2,780.89	4,759.37	974.23	42,437.90	1,231.45	-	-	-	
Sponsorship	-	-	-	150.00	-	1,250.00	-	-	-	-	
Programme Adverts	-	-	-	-	-	690.00	-	-	-	-	
Donations	-	-	-	150.00	-	250.00	-	-	-	-	
Script Hire Deposits	-	-	-	-	-	570.00	-	-	-	-	
Show Levy	-	-	-	-	-	720.00	-	-	-	-	
Show Merchandise	-	-	-	-	-	1,160.00	-	-	-	-	
Photos/DVD Sales	-	-	-	-	-	820.00	-	-	-	-	
Programme Sales	-	-	102.00	142.50	-	(1,655.00	-	-	-	-	
Show Raffle, Tombola, etc.	-	-	230.00	375.00	279.00	(436.50	-	-	-	
Bar Takings	-	-	889.00	1,371.80	7.90	-	356.20	-	-	-	
Ice Creams, Sweets, etc.	-	-	-	570.00	75.00	-	-	-	-	-	
Bucket Collections	-	-	-	-	-	373.02	-	-	-	-	
TOTAL	0.00	20.00	4,001.89	7,518.67	1,336.13	49,925.92	2,024.15	0.00	0.00	0.00	64,826.76
EXPENDITURE											
Licence/Royalties	-	59.02	-	1,443.00	79.95	7,630.14	-	495.00	500.00	500.00	
Theatre Hire	-	-	-	-	-	7,806.00	-	-	-	-	
Theatre Box Office Admin Charges	-	-	-	-	-	8,258.34	-	-	-	-	
Theatre Hospitality	-	-	-	-	-	39.60	-	-	-	-	
Theatre Technical Charges	-	-	-	-	-	2,760.61	-	-	-	-	
Light/Sound	350.00	-	-	67.45	-	1,422.90	-	-	-	-	
Scenery/Hall Decoration	-	-	190.26	399.17	47.00	2,615.46	-	-	-	-	
Props	-	-	-	-	-	38.89	-	-	-	-	
Costumes	-	-	180.32	-	-	1,308.39	-	-	-	-	
Band	-	-	530.00	1,200.00	-	3,900.00	-	-	-	-	
Production Team's Expenses	-	-	-	-	-	310.99	-	-	-	-	
Script Deposit Refunds	-	-	-	-	-	570.00	-	-	-	-	
Publicity	-	-	-	397.00	-	2,379.51	93.60	45.00	-	-	
Programmes	-	-	125.00	-	-	1,380.00	-	-	-	-	
Production Cards and Gifts	-	-	-	112.49	-	98.45	-	-	-	-	
DVD Editing and Production	-	-	-	-	-	-	-	-	-	-	
Show Merchandise	-	-	-	-	-	870.10	-	-	-	-	
Bar Stock	-	-	661.70	729.70	-	-	217.48	-	-	-	
Bar Licence	-	-	21.00	-	-	-	-	-	-	-	
Ice Cream Stock	-	-	-	345.00	-	-	-	-	-	-	
TOTAL	350.00	59.02	1,708.28	4,693.81	126.95	41,389.38	311.08	540.00	500.00	500.00	50,178.52

Appendix D: HMTC EVENT TOTALS

	INCOME		EXPENDITURE		PROFIT/LOSS	
	Itemised	Total	Itemised	Total	By Event	Yearly
2022 TRIP TO LICHFIELD TO SEE "THE ADDAMS FAMILY"						
Contributions from Attendees	600.00	<u>600.00</u>				
Theatre Tickets			376.00			
Minibus Hire			211.58	<u>587.58</u>	12.42	
DINNER DANCE						
Tickets	4,150.00					
Raffle	245.75	<u>4,395.75</u>				
Venue Hire			3,416.00			
Disco Hire			275.00			
Decorations, etc.			160.00	<u>3,851.00</u>	544.75	
CHRISTMAS CRAFT FAIR						
Table Fees	220.00					
Refreshments	184.90					
Raffle	152.00	<u>556.90</u>				
Publicity			78.00			
Refreshments			95.24	<u>173.24</u>	383.66	940.83
2023 KARAOKE NIGHT						
Raffle	38.00					
Bar Takings	94.60	<u>132.60</u>			132.60	
TREASURE HUNT						
Entry Fees	200.00	<u>200.00</u>			200.00	
SEPTEMBER SALE						
Takings (incl. Refreshments and Raffle)	664.00	<u>664.00</u>				
Publicity			65.00	<u>65.00</u>	599.00	
AUTUMN CRAFT FAIR						
Table Fees	200.00					
Refreshments and Raffle	208.90	<u>408.90</u>				
Publicity			90.00			
Refreshments			24.37	<u>114.37</u>	294.53	
HALLOWEEN PARTY						
Raffle	49.00					
Bar Takings	59.80	<u>108.80</u>			108.80	1,287.93
2024 DINNER DANCE						
Tickets	4,310.00					
<i>*Paid in 2024 - Ticket</i>	50.00	<u>4,310.00</u>				
Venue Hire and Food			3,160.00			
Disco Hire Deposit			25.00			
<i>*Paid in 2024 - Disco Hire (Balance)</i>			250.00			
<i>*Paid in 2024 - Sundries (Decorations, etc.)</i>			148.50	<u>3,583.50</u>	726.50	726.50

**These payments are not included in the rest of the accounts, as they were paid in 2024 for an event in 2024. However, they are included here to give a true picture of the overall balance at the end of the event.*

**HEREFORD MUSICAL THEATRE COMPANY
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31ST DECEMBER, 2023**

Report to the Trustees of Hereford Musical Theatre Company on the accounts for the year ended 31st December, 2023

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, 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, I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the Act; have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Barbara Double
Hargate
Millway
Sutton St. Nicholas
Hereford

BADouble

Date: 18/03/2024