

## **Green Shoot Productions**

(A company limited by guarantee, not having a share capital)

# **TRUSTEES' ANNUAL REPORT**

for the financial year ended 31 March 2023

The trustees present their Trustees' Annual Report, combining the Directors' Report and Trustees' Report, and the unaudited financial statements for the financial year ended 31 March 2023.

The financial statements are prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Trustees' Report contains the information required to be provided in the Trustees' Annual Report under the Statement of Recommended Practice (SORP) guidelines. The trustees of the company are also charity trustees for the purpose of charity law and under the company's constitution are known as members of the board of trustees.

In this report the trustees of Green Shoot Productions present a summary of its purpose, governance, activities, achievements and finances for the financial year 31 March 2023.

The company is a registered charity and hence the report and results are presented in a form which complies with the requirements of the Companies Act 2006 and, although not obliged to comply with the Statement of Recommended Practice (Charities SORP effective January 2015), the organisation has implemented its recommendations where relevant in these financial statements:

### **Mission, Objectives and Strategy**

#### **Objectives**

##### **Vision**

A Northern Ireland where theatre is placed in the heart of communities and where working class and marginalised voices are heard on all stages.

##### **Mission**

GSP is dedicated to commissioning and producing new writing for the stage, to the highest possible standards. The company is committed to developing and presenting plays that contain strong social, political and cultural themes, making theatre that is relevant to the population of N.I.

GSP seeks to promote working class and other marginalised voices that are under-represented within theatre. We constantly strive to attract new audiences and participants. Community engagement forms the foundation of all aspects of the company's approach and activity.

##### **Green Shoot Productions core values are:**

**Excellence** – we aim for the highest quality of work in everything we do, from professional production to community engagement.

**Inclusion** – we aim to ensure working class and marginalised voices are brought to the fore; are heard, understood and respected by all.

**Equality** – our employment and artistic work treats all with dignity and fairness.

**Partnership** – we actively seek partners to develop our programmes, embrace new skills, and reach new audiences and participants.

### **Structure, Governance and Management**

#### **Structure**

Governing document: Green Shoot Productions is a company Limited by Guarantee not having a share capital, incorporated in 8th May 2002 and registered as a charity with Charity Commission NI in November 2016.

Appointment of the Board of Directors: There are currently 4 directors of the company, appointed annually at the AGM.

Board Induction and Training: New members undergo induction and orientation being briefed on legal obligations under charity and company law. From time to time, the Board undertakes further management training.

Organisational Operations: The Board of GSP administer the charity. The board delegate programming to Martin Lynch as Artistic Director, as the most senior officer.

Related parties and co-operation with other organisations: None of the Directors received remuneration or other benefits from their work with the Charity. Any conflict of interest in relation to any contractual agreements must be disclosed. No conflicts of interest arose have been reported in the current year.

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Reference and administration details: the name of the Charity is Green Shoot Productions. It is a limited by Guarantee not having a share capital. The Company was incorporated in 8th May 2002 and registered as a charity with Charity Commission NI on the 16th November 2016. (Charity Number: NIC105841)

#### **Review of Activities, Achievements and Performance**

##### **Programming**

2022 -2023 was a packed year for the Company.

A significant part of our work was based on Community Theatre Residency in Tiger's Bay. We completed several projects including The Half Moon, a new play by Alice Malseed, a cross-community Youth Summer Scheme, a Documentary following the lives of young people building a bonfire.

In August we revived In The Name Of The Son for runs at The Grand Opera House and The Edinburgh Fringe Festival. This year we employed Aaron Cathcart as Community Engagement Officer on a part-time basis.

#### **Financial Review**

Green Shoot has applied for funding to BCC multi-Annual Funding, Arts Council Commissioning Fund, etc. We received funding from CRC & Dept. Of Foreign Affairs.

Since our funding from TBUC and Ulster Garden Villages came to an end in 2023, the Company has worked on several applications to Trust funds.

Green Shoot had a very successful financial year in 2022/2023. However, whilst our completed accounts show a figure in the bank of £71,732, it should be borne in mind that the majority of these funds (£64,788) are restricted and ringfenced for projects taking place in the 2023/2024 year. For example, from that £64,788 figure, funds for projects by the Arts Council (£22,740) and the Dept. Of Foreign Affairs (£21, 508) came in before April 1st 2023 but were for projects to happen after March 31st 2023 and the Invoices for a TBUC project also didn't come in (£7,168) until after March 2023. This left us a true balance in our bank account of £6,944.

#### **Financial Results**

At the end of the financial year the company has assets of £95,299 (2022 - £24,404) and liabilities of £23,567 (2022 - £13,990). The net assets of the company have increased by £61,318.

#### **Principal Risks and Uncertainties**

The Board continuously reviews risks to which the Company is exposed, in particular those relating to operations and finance of the Company and are satisfied that good financial practice is in place and systems are in place to mitigate the exposure to major risk. The company remain artist led and whilst our Artistic Director works on a voluntary basis, we have had the luxury of 2 full-time employees – Project Officer, Nikki Turner and Mary Bailie, Administrator and a part-time Community Engagement Officer, Aaron Cathcart. Its production model has developed to include co-production and participatory approaches ensuring relevance to local communities. Project plans are in place to continue with the multi-faceted Tiger's Bay project. In addition the company will put plans in place for the production of the two new commissions for the financial years of 2023 – 2025. The company will continue to enable participatory professional theatre, and theatre which engages localised community audiences as well as existing theatre going audiences. A Strategy document is in place and has been upgraded to take us up to 2025.

#### **Trustees**

The trustees who served throughout the financial year, except as noted, were as follows:

William Barr  
Martin William McBurney  
Catherine McCullough-Jayat  
Kimberly Jackson (Resigned 22 November 2022)  
Kathryn Baird

In accordance with the Articles of Association, the directors retire by rotation and, being eligible, offer themselves for re-election.

#### **Compliance with Sector-Wide Legislation and Standards**

The company engages pro-actively with legislation, standards and codes which are developed for the sector. Green Shoot Productions subscribes to and is compliant with the following:

- The Companies Act 2006
- The Charities SORP (FRS 102)

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#### **Reserves**

The trustees have developed and adopted a reserves policy that seeks to increase the unrestricted income reserve fund equivalent to six months of annual reporting costs. GSP current policy is to hold 10% of net earned income to increase the unrestricted income reserve to this level. The reserves are restricted and to be used with board approval. The trustee recognise that financial performance will fluctuate between surpluses and deficits but the medium term strategy is to see an overall trend of reserves growth and increasing financial stability.

Approved by the Board of Trustees on 23 January 2024 and signed on its behalf by:



**Martin William McBurney**  
Director

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# **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

for the financial year ended 31 March 2023

The trustees, who are also directors of Green Shoot Productions for the purposes of company law, are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the trustees as the directors to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" Section 1A (Small Entities). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with the relevant financial reporting framework, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees confirm that they have complied with the above requirements in preparing the financial statements.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Approved by the Board of Trustees on 23 January 2024 and signed on its behalf by:**



**Martin William McBurney**  
Director