# THEATREROOM (BRETFORTON GRANGE) LIMITED (A Company Limited by Guarantee)

# **ACCOUNTS**

31 December 2012

Charity no: 510625 Company no: 1481033



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25/06/2013 COMPANIES HOUSE

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#### **DIRECTORS' REPORT**

The directors present their report and the accounts for the year ended 31 December 2012. The directors of the company fulfil a similar role to that of Trustees of an unincorporated charity.

#### 1 LEGAL AND ADMINISTRATIVE INFORMATION

The charity is a company limited by guarantee and not having a share capital The company was incorporated on 22 February 1980 and is governed by the Memorandum and Articles of Association

The Charity is registered with the Charity Commission - registered number 510625 and is a company incorporated in England and Wales - company number 1481033

## Reporting Accountants

Hazlewoods LLP Windsor House Barnett Way Barnwood Gloucester GL4 3RT

# **Bankers**

Lloyds TSB Bank Plc 130 High Street Cheltenham Glos

And

19 High Street Evesham Worcs

## Registered Office

Bretforton Grange Bretforton Evesham Worcestershire WR11 7JH

#### 2 PRINCIPAL ACTIVITY

The principal activity of the company is to promote, maintain, improve and advance education particularly the arts. A review of the policies and activities of the charity for the year are included in the Chairman's Report on page 1

## **DIRECTORS' REPORT (Continued)**

#### 3 DIRECTORS

The directors at 31 December 2012, as defined by the Companies Act 2006, and at the beginning of the year, were as follows

J Wellman - Chairman
D Swift - Managing Director
D Dale - Financial Resource Director
N Plumley - Director and Company Secretary
G R Pearse

#### 4 ACCOUNTING AND REPORTING RESPONSIBILITIES

The Charities Act 2011 requires the trustees of the Charity to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year

In preparing the financial statements the trustees should follow best practice and

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- follow applicable accounting standards and the Charities SORP, disclosing and explaining any departures in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation

The trustees are responsible for keeping accounting records which are such as to disclose, with reasonable accuracy, the financial position of the Charity at any time, and to enable them as trustees to ensure that the financial statements comply with charity law. The trustees are also responsible for safeguarding the Charity's assets, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

By order of the Board

DAVID SWIFT

Chairman

Date 12 Jun 13

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THEATREROOM (BRETFORTON GRANGE) LIMITED

I report on the accounts of the Charity for the year ended 31 December 2012, which are set out on pages 4 to 11

## Respective responsibilities of 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 the Charities Act 2011 (the Act)) and that an independent examination is needed. It is my responsibility to

- examine the accounts (under section 145 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act), and
- to state whether particular matters have come to our 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 -

- (a) which gives me reasonable cause to believe that, in any material respect, the requirements
  - (1) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting Charities,

Date 12/6/13

have not been met, or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached

Martin Howard FCA

HAZLEWOODS LLP

**Chartered Accountants** 

Windsor House

Barnett Way, Barnwood

Gloucester

GL43RT

# STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 December 2012

	2012	2011
INCOMING RESOURCES Incoming resources from generated funds Voluntary income		
Donations	17,436	19,076
Activities for generating funds Interest receivable	25	25
Incoming resources from charitable activities Operation of theatreroom	22,404	30,687
TOTAL INCOMING RESOURCES	39,865	49,788
RESOURCES EXPENDED		
Charitable activities Operation of theatreroom	26,957	30,162
Governance costs Administration and overheads of the charity	22,963	26,971
TOTAL RESOURCES EXPENDED	49,920	57,133
NET OUTGOING RESOURCES FOR THE YEAR	(10,055)	(7,345)
Unrealised (loss) gain on investments Realised gain on disposal of investments	- -	191
Accumulated fund brought forward at beginning of year	792,354	799,508
ACCUMULATED FUND CARRIED FORWARD AT END OF YEAR	£ 782,299	£ 792,354

An income and expenditure account prepared in order to comply with the requirements of the Companies Act 2006 and Financial Reporting Standard No 3 is set out on the following page

# INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 December 2012

for the year ended 31 December 2012	2012	2011
INCOME	22,404	30,687
Cost of sales	(22,591)	(27,414)
	(187)	3,273
Administrative expenses	(27,329)	(29,719)
OPERATING DEFICIT	(27,516)	(26,446)
Interest receivable	25	25
Other income - donations	17,436	19,076
	<del></del>	
DEFICIT FOR YEAR	£ (10,055)	£ (7,345)

All activities of the company are continuing activities, there were no acquisitions in the year.

There were no recognised gains or losses other than the deficit for the year shown above.

# **BALANCE SHEET**

BALANCE SHEET 31 December 2012	Note	2012	2011
FIXED ASSETS		2012	2011
FIXED ASSETS			
Tangible assets	5	824,413	824,782
		824,413	824,782
CURRENT ASSETS		<del></del>	
Stocks		610	620
Debtors	6	1,866	1,829
Cash at bank and in hand		57,345	63,947
		59,821	66,396
CREDITORS			
due within one year	7	(4,741)	(1,630)
NET CURRENT ASSETS		55,080	64,766
TOTAL ASSETS LESS CURRENT			
LIABILITIES		879,493	889,548
CREDITORS			
due after more than one year	7	(97,194)	(97,194)
		£ 782,299	£ 792,354
REPRESENTED BY:			<del>,,</del>
Accumulated fund (unrestricted)		£ 782,299	£ 792,354

The Balance Sheet is continued on page 8

# **BALANCE SHEET (Continued)**

31 December 2012

For the year ended 31 December 2011 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 "The Act" and no notice has been deposited under Section 476 of the Act requiring an audit of these financial statements under the requirements of the Companies Act 2006

The directors acknowledge their responsibility for

- 1) ensuring the company keeps proper accounting records which comply with Section 386 of the Act, and
- preparing accounts which give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts

These accounts are prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the board on 12/6/13

T - Chairman

#### NOTES TO THE ACCOUNTS

for the year ended 31 December 2012

#### 1 ACCOUNTING POLICIES

The financial statements are prepared under the historical cost convention (as modified by the revaluation of investments) adopting the following principal accounting policies, all of which are in accordance with Accounting for Charities - Statement of Recommended Practice (SORP) 2005, the Charities Act 2011 and the Financial Reporting Standard for Smaller Entities (effective April 2008)

#### **Incoming Resources**

Donations, gifts and legacies represent amounts received during the year, together with any associated tax refund. Gifts in kind for use by the charity are recognised as incoming resources when receivable at a reasonable estimate of their value. Assets given for distribution are only recognised when distributed.

Grants receivable for specific purposes are credited to the statement of financial activities in the year to which they relate as soon as conditions for receipt have been met Unspent balances are carried forward to subsequent years within restricted funds

Grants for immediate financial support, or received against costs previously incurred are recognised immediately in the Statement of Financial Activities Voluntary income is shown gross before deduction of fund-raising expenditure

#### Resources Expended

All expenditure is accounted for under the accruals concept. The irrecoverable element of Value Added Tax is included within the item of expense to which it relates

#### Depreciation

Depreciation is calculated to write off the cost less estimated residual value of tangible assets over their estimated useful lives at the following rates per annum

Motor vehicle Equipment

25% of written down value 10 - 20% of written down value

Depreciation is not provided on freehold land and buildings as these are maintained to a standard such that their residual value will not be materially less than cost. Any charge for depreciation would hence be immaterial

#### Stocks

Stock is valued at the lower of cost and net realisable value

#### NOTES TO THE ACCOUNTS

for the year ended 31 December 2012

# 1 ACCOUNTING POLICIES (continued)

#### Investments

Investments listed on a recognised stock exchange are stated at market value at the balance sheet date and the gain or loss on revaluation is included in the Statement of Financial Activities

#### **Funds**

General unrestricted funds comprise accumulated surpluses and deficits on general activities. They are available for use at the discretion of the trustees in furtherance of the charity's objectives.

At present the Charity has no restricted funds which are subject to specific conditions imposed by the donor(s)

#### Cash Flow Statement

The company has not presented a cash flow statement on the grounds that the company qualifies as a small company within the meaning of Financial Reporting Standard Number 1 and hence is exempt from the requirements thereof. The directors are of the opinion that the costs of preparing such a statement would outweigh the benefits to the company

#### 2 INCOMING RESOURCES

Income from generated funds is bank interest received on the charity's bank balances

Voluntary income represents donations received

3	SURPLUS ON ORDINARY ACTIVITIES	2012	2011
	Surplus on ordinary activities is stated after charging		
	Depreciation of fixed assets	£ 370	£ 1,748
		-	

# 4 TAX ON SURPLUS ON ORDINARY ACTIVITIES

The charitable company is exempt from corporation tax on its charitable activities

# NOTES TO THE ACCOUNTS

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for the year ended 31 December 2012

# 5 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Motor vehicles	Equipment	Total
Cost	_			
At 1 January 2012	823,091	16,275	55,661	895,027
Additions	-	-	-	-
	<del></del>	<del> </del>	<del></del>	<del></del>
At 31 December 2012	823,091	16,275	55,661	895,027
Depreciation		<del></del>	<del></del>	
At 1 January 2012	-	15,602	54,642	70,244
Charge for year	-	168	202	370
	<del></del>			
At 31 December 2012	-	15,770	54,844	70,614
Net book value				
At 31 December 2012	£823,091	£505	£817	£ 824,413
	<del></del>		<del></del>	
At 31 December 2011	£ 823,091	£ 673	£ 1,019	£ 824,783
				<del></del>
All assets are used for d	irect charitable p	ourposes		
DEBTORS				
			2012	2011
Other debtors			£ 1,866	£ 1,829

# NOTES TO THE ACCOUNTS

for the year ended 31 December 2012

		2012	2011
7	CREDITORS		
	Loans from benefactors	97,194	97,194
	Other creditors	4,741	1,630
		£ 101,935	£ 98,824
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	Due within one year	4,741	1,630
	Due after more than one year	97,194	97,194
		£ 101,935	£ 98,824
		<del></del>	

## 8 LIMITED LIABILITY STATUS

The company is limited by guarantee

# 9 TRANSACTIONS WITH DIRECTORS

During the year the company paid £nil (2011 £1,000) to D Swift towards the cost of catering expenses This is covered by a Gift Aid payment