

TEDDINGTON THEATRE CLUB LIMITED

(A company limited by guarantee)

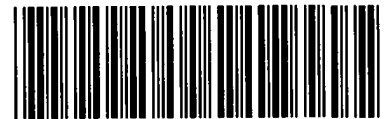
REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2020

Company No. 00939448

Charity Registered No. 257265

TUESDAY



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06/10/2020

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COMPANIES HOUSE

tc accounts · tax · legal · financial planning

Abbey House
Hickleys Court
South Street
Farnham
Surrey
GU9 7QQ

TEDDINGTON THEATRE CLUB LIMITED

YEAR ENDED 31 MARCH 2020

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TEDDINGTON THEATRE CLUB LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2020

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Mrs C K Henderson Roe (Resigned 25 November 2019)
Mrs G C McCarthy
Mr H Jacobs (Resigned 25 November 2019)
Mr B V Messenger (Resigned 25 November 2019)
Miss C E Walker
Mrs L Cooper
Mr K Mason
Mr J H Stockwell (Appointed 1 April 2019)
Mrs C Messum (Appointed 25 November 2019)
Mr S Wayman (Appointed 25 November 2019)
Mrs R Dowbiggin (Appointed 25 November 2019 and resigned 7 June 2020)

Company Secretary: Mrs S Bell (Resigned 25 November 2019)
Mrs P Smith (Appointed 25 November 2019)

Registered Office: Hampton Hill Theatre
90 High Street
Hampton Hill
Hampton
Middlesex
TW12 1NY

Company Number: 00939448

Charity Registered Number: 257265

Independent Examiner: Mr S P F Howell
TC Group
Abbey House
Hickleys Court
South Street
Farnham
Surrey
GU9 7QQ

Bankers: CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Solicitors: Bates Wells & Braithwaite London LLP
10 Queen Street Place
London
EC4R 1BE

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

The Trustees (who are also directors of the charity for the purposes of the Companies Act 2006), present their report with the financial statements of the charity for the year ended 31 March 2020.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 2015).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The charitable objectives of the Club are to encourage the study and practice of dramatic art amongst the inhabitants of London and elsewhere and to promote and conduct such theatrical and musical performances, lectures, concerts and other educational enterprises as may tend to the attainment of this object.

The Club's activities take place through a company limited by guarantee and are therefore governed by the Memorandum and Articles of Association. The income and property of the Club is restricted to the undertaking of the charity's objectives.

Strategies for achieving objectives

Education

The Club runs a number of workshops on different aspects of the theatre each year for its members. The Trustees provide facilities at least twice a year for the Club's affiliated youth theatre group (ages 16-25), Youth Action Theatre (YAT), to stage performances; including their own technical and backstage crews. Local stage schools regularly use the facilities for tuition and training in dance and drama, the taking of Ofqual accredited exams and staging popular productions each year in the main auditorium.

Diversity and Inclusion

The Club welcomes members from diverse backgrounds and promotes diversity and equal opportunities. The company neither condones nor tolerates discrimination due to any reason including race, religion, age, disability, gender or sexual orientation. Discriminatory behaviour and language, bullying and harassment (including on our online platforms) have no place in our inclusive, safe environment and will not be tolerated.

Artistic values

The Club is committed to producing a varied programme of productions with the highest of production values. Our Artistic and Technical teams both have very high standards and strive for excellence whilst recognising that we are a club theatre with an obligation and desire to be inclusive and of benefit to the wider community. With this in mind we actively encourage all our members to cross-train and be able to turn their hand to a number of different roles. Everyone is able to play to their own strength.

In the interest of inclusivity, we program a diverse programme of between 10 and 12 productions that is very often more ambitious than that of similar organisations. Benefits of this are manifold and include the encouragement of a new audience from a broad demographic and the opportunity for our actors, directors and technicians to develop and extend their skills. Having both studio and main auditorium spaces allows us the flexibility to produce everything from modern two handers to full blown Shakespearean epics.

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Artistic values *(continued)*

The Club is acutely aware of our responsibility to our existing loyal audience to produce entertaining work and to market it appropriately; we ensure that we are clear about content including bad language, sexual or violent scenes, flashing lights, smoke where necessary.

Activities for achieving objectives

The Club own and run Hampton Hill Theatre, a purpose-built, modern and well-equipped theatre comprising of two theatre spaces, conference and function room facilities. The 197 seat Main Auditorium and the Noel Coward Studio Theatre are both available for hire to amateur and professional companies, many of whom are long standing customers.

The theatre is the permanent home to the Club, which aims to stage ten major productions a year, plus other small-scale productions, regular open days, development sessions, member and community events.

The Club is an active member of Arts Richmond, an independent charity supporting the arts and culture in and around the London Borough of Richmond upon Thames. The Club enters all of its productions into the Swan Awards and provides facilities for a number of activities organised by Arts Richmond.

Volunteers

The Club is able to continue successfully staging shows and run the Theatre thanks to the number of members who volunteer their time and expertise. All performers, technical and backstage crews for each show staged by the Club provide their services voluntarily, as do the bar staff, box office and front of house. The Club has no paid employees.

The Trustees are also member volunteers, with one Trustee representing a core operational element of the Club and the members who volunteer within it. There are also two non-executive Trustees who do not represent a specific group of volunteers.

The Trustees are grateful to the members who regularly provide support during every production for their unstinting efforts, and are especially grateful for the support and understanding of the membership and volunteers during the unique challenges presented by the national response to COVID-19.

ACHIEVEMENTS AND PERFORMANCE

Review of activities

The Club staged 11 shows in the period, six in the main auditorium and five in the studio.

The decision was made in planning this year's programme to concentrate on smaller cast plays with strong female roles at the beginning of the year in order to be able to properly focus on (and cast) the epic production of Wolf Hall & Bring Up the Bodies in June/July. Business as usual was resumed after the Summer break.

Frankie & Johnny in the Clare de Lune:

Two hander – a well-known play and an excellent showcase for two strong actors.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Review of activities (continued)

Handbagged:

Cast of six – a true ensemble piece requiring strong acting and a little mimicry from four actresses (two each playing The Queen and Margaret Thatcher) and the ability to play several different characters each from two other performers. We utilised a dialogue coach for this production. An impressive set used TV footage to evoke the 1980's era.

A Visit from Miss Prothero & An Englishman Abroad:

Cast of seven - a double bill of Alan Bennett one act plays. These plays are both part of other 'double bills' but we chose to put them together for our mini 'politics' season. Miss Prothero is a two hander that deals with office politics. An Englishman Abroad is a small cast play that focuses in the main on two characters. Although not natural bedfellows the plays worked well together and were well received.

Wolf Hall & Bring Up the Bodies:

Cast of 26 – a truly ambitious undertaking. This production was two years in the planning and TTC is the only company (amateur or professional) with the exception of the RSC to produce both plays in rep. The scheduling was altered to accommodate both plays equally and provide the opportunity to watch the plays back to back. Original musical compositions were used as a cinematic soundscape. The Royal Shallop Jubilant was used for a publicity photoshoot. To give an idea of the scale of the production this is the 'play in numbers':

- 2 Plays
- 6 Hours running time
- 36 Named Characters
- 4 Executioners
- 26 Actors
- 20 Unnamed Characters
- 85 Costumes
- 110 Props
- 28 Pieces of Original Music
- 25 Production Team
- 7 Set Builders
- 2 Photographers

Marvin's Room:

Cast of eight – a small scale play focussing on sibling relationships and how a dysfunctional family come together in a time of crisis. Simple set (although it needed to portray Disneyland at one point) and modern-day costume meant a great reliance on the acting skills of the cast.

Daisy Pulls It Off:

Cast of 23 – a jolly start to the new term in September! Large, predominantly female ensemble cast, giving plenty of opportunity for many of our members to shine, as well as attracting new members. Music was incorporated into the play, which had an impressive two tier set and imaginative lighting to create indoors and outdoors areas in the same space. Props and wardrobe again pulled rabbits out of hats and provided a full set of school uniforms and a myriad of edible and inedible props. As part of the publicity for this show the cast had a jolly day out at the Bluebell Railway.

Pornography:

Cast of eight – an ambitious piece, rarely performed in the non-professional space. This play is made up entirely of monologues and duologues, seemingly in isolation but in effect all heading toward the same tragic outcome. It is a powerful piece requiring strong acting from all performers. A highly imaginative set in traverse with the audience being given the impression they were in a tube carriage.

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Review of activities *(continued)*

King Arthur in Space:

Cast of 19 – an almost traditional pantomime set in space, loosely based on the Camelot legends and written by a TTC member. The show had a strong 'green' message, with the set and some of the costumes made of discarded electronic equipment and general 'rubbish'. For the traditionalists the director and writer threw in a planet peopled by fairy tale princesses, as well lots of audience participation and along with lively dance routines. An uplifting end to the year.

Amadeus:

Cast of 15 – a play not for the faint hearted; it revolves around two central characters, one of whom is on stage for the entire duration of the play and speaks around 70% of the lines. It is testament to the quality of TTC's actors that the role of Salieri was difficult to cast because we were spoilt for choice. The 'Queen of the Night' aria was performed live – it is not usually – and was rewarded with an Adjudicators' Award at the 2019/20 Arts Richmond Swan Awards. The supporting cast for this play gave a proper 'ensemble' feel to a play that could have been perceived as almost a two hander. Another impressive set with all scene changes effected by lighting and props and furniture being moved by the 'servants' in the cast. Particular mention must be given to the wardrobe team for their attention to period detail and to the sound designer.

The Revlon Girl:

Cast of five – a relatively new play focussing on the aftermath of the Aberfan tragedy and the lives of a small group of women who lost their children in the disaster. The play requires extremely strong acting and our cast were all required to perfect their Welsh accents. The set was a simple 'room above a pub' and wardrobe very basic 1960's daywear. A quality piece that sold out in the studio two weeks before it opened, and was awarded an Adjudicators' Award at the 2019/20 Arts Richmond Swan Awards.

Cause Celebre:

Cast of 17 – another play with strong female leading roles. Rattigan's tragi-drama is based on a true story. Part courtroom drama, part society sex scandal this is a difficult play to 'balance'. Our set designer, aided and abetted by some clever lighting managed to find a way to have a permanent court room on stage as well as two quite different drawing rooms, a bedroom, a barrister's robing room and a prison cell. Costumes were suitable lavish and the two children playing the protagonist's young son equally matched.

The Club's affiliated youth group, YAT, continued their valuable work in developing young performers, directors and stage technicians.

The main auditorium hosted 29 stage productions by external clubs and societies, including musicals, dance, youth and children's groups including several prominent local schools; Dramacube, On-Stage Now, and The Step on Stage Academy of Performing Arts. In addition, these schools hired the theatre for 141 youth drama classes.

As always, the theatre was made available for a variety of other performance arts disciplines, including stand-up comedy evenings, a poetry evening and Lamda examinations.

In the community, the theatre's versatile extra spaces host various meetings and training events for local businesses, as well as a meeting point for local organisations and groups like PROBUS, residents' associations and local bridge lessons. For this period, the theatre hosted 111 such meetings. The theatre is also made available to local charities and artisan traders in the Christmas Market/Parade.

Hampton Hill Theatre is an active member of the Hampton Hill Business Association, the Teddington Society and the London Borough of Richmond-Upon-Thames Chamber of Commerce.

On the social side, function room bookings serving the local community included 8 parties and 5 funeral receptions.

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

Review of activities *(continued)*

The significant capital project of replacing the Theatre's lift, which had reached the end of its usable life, was completed this year. Making the building truly accessible again. The telephone system throughout the Theatre was also upgraded.

- **Foyer/Bar refurbishment and Bar operational improvements** – an operational review has been conducted which has been submitted in draft to the board. The project is now on hold pending the lifting of restrictions on activities in the theatre.
- **Promotional Development** – this includes ways to increase membership and ticket sales; expanding the Clubs marketing and publicity footprint; getting more from social media; increasing our visual presence through videos. Good progress has been made with promotional videos and, for example, Wilde Weekend added to our YouTube channel, which has gained many more subscribers.
- **Community Outreach** – this includes developing and extending our relationship with local community groups; increasing our role and profile within the community; connecting with other local businesses for our mutual benefit. Good work has been done during lockdown connecting with members in need of help. The project will expand its scope to broader community groups once restrictions are eased.
- **Fundraising & Sponsorship** – this includes establishing new sources of revenue for the club to include benefactors, donations, sponsored events, fund raising activities (both individuals and groups) and grants. There has been limited progress due to current restrictions on our activities.
- **Training** – a project to stimulate and generate new interest in the Club by showcasing our activities, our people and our facilities. To include theatrical workshops (both technical and artistic), special events, expanded TTC days, special guest appearances etc. A successful TTC day was held in March but nothing further has been possible since restrictions were put in place.

In October 2019 the Club commissioned an external review of its health and safety policy and procedures. The Company is compliant with its statutory responsibilities and the report stated that "the Club has good processes in place for health and safety". The main point to be actioned is to consolidate the written records of our risk assessments and other health and safety certification which is being actioned by the BAT committee.

PLANS FOR THE FUTURE

Future developments

Plans for 2020/21 and beyond have been severely curtailed by the lockdown in response to COVID-19. The theatre was closed to all users, including members, for the first four months of the year. And the Trustees have made the extremely difficult decision to cancel all the Club's shows up to the end of December 2020.

The theatre was able to partially reopen for socially distanced school events and business meetings in August 2020, but remained closed to Club members and all other activities. With only essential personnel allowed within Hampton Hill Theatre to ensure that the building is hygienically clean, safe, and secure.

The Trustees are regularly monitoring advice and guidance from the UK Government and Public Health England, and are working to ensure that the Club can begin working on new shows and the theatre open to users as soon as is permitted. The Trustees will also recommence work on the programme of projects from the 2019 Strategic Review as soon as is practically possible.

The Club has continued to provide performances, readings and other activities for the membership during this period via video conferencing facilities. As well as providing a support system for the most vulnerable members during the lockdown. These services will continue to be provided while the theatre remains inaccessible.

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Future developments *(continued)*

The Trustees have established a Diversity and Inclusion Working Group which will initially be led by an external consultant with expertise in establishing diversity and inclusivity initiatives, in conjunction with a group of members. The group's initiative is to widen diversity and inclusivity within the Club and all who engage with it.

FINANCIAL REVIEW

A surplus of £48,025 has been made before depreciation of the theatre equipment and building. After depreciation of £36,908 has been taken into account, there was an overall surplus for the year of £11,117, compared to a deficit of £8,650 in the previous year.

Income increased slightly by £4,295 (2%) from the previous year. Income from donations and legacies increased slightly, with an increase in box office income thanks in part to the extended number of performances of Wolf Hall and Bring up the Bodies. These were offset by a decrease in the income from community and theatre hire. Total expenditure excluding depreciation decreased by £22,951, with reductions in building maintenance and production costs. This increased the Club's net operating margin to 24% (9% in 2018/19).

Capital expenditure during the year was £80,022 (£10,257 in 2018/19), the significant increase from previous years was due to the lift being replaced during the year.

The financial impact of the response to the COVID-19 situation during the year was not materially significant to the annual performance of the Club, as the Theatre did not close until late March. Box office income was unaffected, but a number of hires unfortunately had to be cancelled at short notice at a cost of roughly £10,000 of lost income.

The impact of the response to the COVID-19 situation in the current year – 2020/21 – has been significant, with box office, bar and hires income at zero for the first quarter of the year. And it remaining unclear as to when these vital income streams will begin again, let alone return to levels seen in previous years.

Fortunately, expenditure has been able to be cut and the Club is grateful to the Government and London Borough of Richmond upon Thames Council for the grant it received from the Retail, Hospitality and Leisure Grant Fund. Despite the unprecedented loss of income over the first quarter of 2020/21 the Club has been able to maintain a neutral cash flow over the period.

Reserves Policy

The reserves policy of the club, as set and reviewed by the Trustees, is that the appropriate level of unrestricted net current assets should be £210,000. This is so that overheads can be covered for a reasonable period should income levels fall significantly and also to act as a contingency against a major unexpected event arising. The Trustees will review this policy and the level of reserves annually.

Unrestricted free net current assets at 31 March 2020 stand at £279,466 (£311,463 in 2018/19) which is in excess of the level set by the Trustees. Of this £89,050 has been designated for capital projects over the next three financial years (2020-21 to 2022-23). The reduction of the reserves is in line with expectations due to the planned capital expenditure during the year. This level of reserves has been able to be maintained during the first quarter of 2020/21, despite the adverse operating conditions.

Going concern

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

PUBLIC BENEFIT

The Trustee's consider the Charity Commission's guidance on public benefit and fee charging when reviewing the Club's objectives, membership and ticket prices. The Club maintains an open membership, with discounted membership fees for those on low income, under 25 and over 65. Ticket prices are kept affordable. The theatre is used for a wide range of community and club activities providing a range of benefits to the local area in keeping with the Club's objectives and requirements of the capital funding received from the Heritage Lottery Fund.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 20 August 1968, which was updated on 21 September 2005.

The charity is constituted under a Memorandum and Articles of Association dated 26 September 1968 and amended 3 July 2005.

Method of appointment or election of trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

The Trustees are elected annually at the charity's Annual General Meeting. When a vacancy occurs between meetings, suitable candidates are appointed by a majority vote of the remaining Trustees.

Policies adopted for the induction and training of trustees

All new trustees receive a pack of information containing the Memorandum of Association, the Articles of Association, the previous year's accounts, the Charity Commission Essential Trustee publication and other key documents. There is a formal Trustee Role Description that embraces both the duties under company and charity law and what the Teddington Theatre Club itself expects of a Trustee.

Trustees are currently only drawn from the active membership and so are expected to have a knowledge of the Club and its objectives. There is therefore no formal process for inducting new trustees in the work and aims of the Club.

Organisational structure and decision making

The Club is organised by the Board which is made up of all the Trustees and meets once a month. There are a number of sub-committees responsible for specific areas of the administration of the Club and theatre. Each sub-committee reports to the Board through the relevant Trustee. The current sub-committees are:

- Backstage and Technical Committee,
- Bar Committee; and
- Play Selection Committee

TEDDINGTON THEATRE CLUB LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

Risk management

The Trustees are aware that the maintenance of standards and the enforcement of health and safety rules will always be one of their prime responsibilities.

The Trustees have a reserves policy designed to keep liquid funds sufficient to cover an unexpected repair or a sudden downturn in income.

The Trustees will continue to review and update where required the systems and procedures of the Club to mitigate its exposure to major risks. As part of this process the Trustees have decided to use the Charities Governance Code for guidance and an example of best practice, but decided not to adopt the code in full at this moment in time.

MEMBERS' LIABILITY

At 31 March 2020 the charity had 384 (2019 – 384) members. The members of the charity guarantee to contribute an amount not exceeding 5 pence to the assets of the charity in the event of winding up.

TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also directors of Teddington Theatre Club Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standard (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period in preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

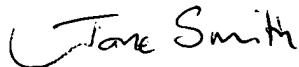
TEDDINGTON THEATRE CLUB LIMITED

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

INDEPENDENT EXAMINER

At the Annual General Meeting to be held on 23rd November 2020 a resolution will be proposed to appoint Mr S P F Howell of TC Group, Abbey House, Hickleys Court, South Street, Farnham, GU9 7QQ as Independent Examiner for the year ending 31 March 2020.

Signed on behalf of the Trustees



.....
J Smith - Company Secretary

Date: 21/09/2020

Charity Registered Number: 257265

TEDDINGTON THEATRE CLUB LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TEDDINGTON THEATRE CLUB LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2020 which are set out on pages 14 to 21.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

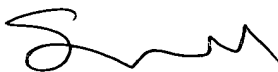
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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 accounts to be reached.



Mr S P F Howell, FCCA

TC Group
Abbey House
Hickleys Court
South Street
Farnham
Surrey
GU9 7QQ

Date: 02/10/2020

TEDDINGTON THEATRE CLUB LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	Note	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
Income from:					
Donations and legacies	3	23,336	-	23,336	22,855
Other trading activities	4	221,069	-	221,069	217,255
Investments	5	460	-	460	310
Total		<u>244,865</u>	<u>-</u>	<u>244,865</u>	<u>240,420</u>
Expenditure on:					
Raising funds	6	(30,106)	-	(30,106)	(35,421)
Charitable Activities	7	(170,703)	(20,292)	(190,995)	(200,679)
Other	10	(12,647)	-	(12,647)	(12,970)
Total		<u>(213,456)</u>	<u>(20,292)</u>	<u>(233,748)</u>	<u>(249,070)</u>
Net income/(expenditure)		31,409	(20,292)	11,117	(8,650)
Transfers between funds		-	-	-	-
Net Movement in Funds		<u>31,409</u>	<u>(20,292)</u>	<u>11,117</u>	<u>(8,650)</u>
Reconciliation of Funds:					
Total funds brought forward		<u>432,058</u>	<u>1,842,239</u>	<u>2,274,297</u>	<u>2,282,947</u>
Total funds carried forward		<u>463,467</u>	<u>1,821,947</u>	<u>2,285,414</u>	<u>2,274,297</u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 14 to 21 form an integral part of these financial statements.

TEDDINGTON THEATRE CLUB LIMITED

**BALANCE SHEET
AS AT 31st MARCH 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	15	2,005,948	1,962,834
Current assets			
Stocks		3,435	3,559
Debtors	16	15,195	27,017
Cash at bank and in hand		291,012	312,798
Total Current Assets		<u>309,642</u>	<u>343,374</u>
Liabilities			
Creditors: Amounts Falling Due Within One Year	17	<u>(30,176)</u>	<u>(31,911)</u>
Net Current (Liabilities)/Assets		<u>279,466</u>	<u>311,463</u>
Total Assets Less Current Liabilities		<u>2,285,414</u>	<u>2,274,297</u>
Creditors: Amounts Falling Due After More Than One Year		<u>-</u>	<u>-</u>
Net Assets		<u>2,285,414</u>	<u>2,274,297</u>
Funds of The Charity:			
Restricted Funds	18	1,821,947	1,842,239
Unrestricted Funds		<u>463,467</u>	<u>432,058</u>
Total Funds		<u>2,285,414</u>	<u>2,274,297</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

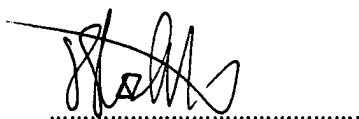
- The members have not required the company to obtain an audit in accordance with section 476;
- The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 21/09/2020 and are signed on their behalf by



Mrs C Messum



Mr J H Stockwell

Company registration number: 00939448

The notes on pages 14 to 21 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

1 ACCOUNTING POLICIES

Basis of Accounting

Teddington Theatre Club Limited is a charitable company registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to an amount not exceeding 5 pence per member of the charity. The registered office is Hampton Hill Theatre, 90 High Street, Hampton Hill, Hampton, Middlesex, TW12 1NY.

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Teddington Theatre Club Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Going concern

After making enquiries and reviewing the charity's forecasts and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the trustees consider the going concern basis appropriate and continue to adopt this basis in preparing the annual report and financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation. Investment income, gains and losses are allocated to the appropriate fund.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020

1 ACCOUNTING POLICIES (continued)

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives as follows:

Theatre building	- over the term of the lease
Theatre equipment	- 10% straight line
Office equipment	- 20% straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discount due.

Financial instruments

The charitable company 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 charitable company's balance sheet when the charitable company 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.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

1 ACCOUNTING POLICIES (continued)

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.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities

Basic financial liabilities, including creditors, that are classified as debt, 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 receipts 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 business 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.

2 CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of the charitable company's accounting policies, the trustees 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.

In the opinion of the trustees, there are no significant areas of estimation, uncertainty and critical judgements in applying accounting policies that have significant effect in the amounts recognised in the financial statements.

3 Income from donations and legacies	2020	2019
	£	£
Donations	2,236	4,176
Subscriptions and general income	<u>21,100</u>	<u>18,679</u>
	<u>23,336</u>	<u>22,855</u>

Income from donations and legacies was £23,336 (2019 - £22,855) of which £nil (2019 - £nil) was attributable to restricted and £23,336 (2019 - £22,855) was attributable to unrestricted funds.

TEDDINGTON THEATRE CLUB LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

4 Income from other trading activities	2020	2019
	£	£
Community hires	14,225	21,599
Box office	100,359	78,216
Bar takings	46,637	47,596
Theatre hire	59,848	69,844
	<u>221,069</u>	<u>217,255</u>

Income from other trading activities was £221,069 (2019 - £217,255) of which £nil (2019 - £nil) was attributable to restricted and £221,069 (2019 - £217,255) was attributable to unrestricted funds.

5 Investment income	2020	2019
	£	£
Bank interest received	<u>460</u>	<u>310</u>

Income from investment income was £460 (2019 - £310) of which £nil (2019 - £nil) was attributable to restricted and £460 (2019 - £310) was attributable to unrestricted funds.

6 Raising funds	2020	2019
	£	£
Bar purchases	16,902	19,617
Catering	632	990
Management charge	12,572	14,814
	<u>30,106</u>	<u>35,421</u>

Expenditure on raising funds was £30,106 (2019 - £35,421) of which £nil (2019 - £nil) was attributable to restricted and £30,106 (2019 - £35,421) was attributable to unrestricted funds.

7 Expenditure on charitable activities	Note	2020	2019
		£	£
Theatre running costs	8	186,557	195,864
Governance costs	9	4,438	4,815
		<u>190,995</u>	<u>200,679</u>

Expenditure on charitable activities was £190,995 (2019 - £200,679) of which £20,292 (2019 - £20,292) was attributable to restricted and £170,703 (2019 - £180,387) was attributable to unrestricted funds.

TEDDINGTON THEATRE CLUB LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

8 Analysis of theatre running costs

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Ground rent	100	-	100	100
Service charge	-	-	-	807
Water rates	839	-	839	778
Light and heat	25,380	-	25,380	16,642
Insurance	11,598	-	11,598	11,139
Maintenance	4,413	-	4,413	8,115
Theatre hire	23,547	-	23,547	28,080
Theatre building maintenance	16,950	-	16,950	31,745
Cleaning	26,854	-	26,854	20,074
Production costs	24,308	-	24,308	31,543
General expenses	212	-	212	-
Box office running costs	420	-	420	683
Publicity costs	16,092	-	16,092	18,004
Theatre building and equipment depreciation	15,552	20,292	35,844	28,154
	<u>166,365</u>	<u>20,292</u>	<u>186,557</u>	<u>195,864</u>

9 Analysis of governance costs

	2020 £	2019 £
Independent examiners fee	2,993	2,500
Legal and professional fees	1,247	1,778
Subscription collection	198	537
Total	<u>4,438</u>	<u>4,815</u>

10 Other expenditure

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
General expenses	1,445	-	1,445	1,574
Telephone	3,423	-	3,423	3,131
Print, post and stationery	1,579	-	1,579	2,119
Bank charges	5,136	-	5,136	5,021
Office equipment depreciation	1,064	-	1,064	1,048
Office equipment depreciation - restricted	-	-	-	77
	<u>12,647</u>	<u>-</u>	<u>12,647</u>	<u>12,970</u>

TEDDINGTON THEATRE CLUB LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

11 Net income/(expenditure) for the year	2020	2019
This is stated after charging:	£	£
Depreciation – Owned Assets	36,908	29,279
Independent examination fee	1,000	1,000
Non audit services	1,993	1,500
	<u> </u>	<u> </u>

12 Staff costs and numbers

During the year, the charity had nil employees (2019 – nil).

13 Trustees' remuneration and benefits

The Trustees received £1,413 for services rendered during the year (2019 – £2,619).

None of the trustees were reimbursed for any expenses during the year (2019 - £nil).

14 Related party transactions

The members have been paid £51,146 (2019 - £58,508) for general maintenance of the theatre and supervision while the theatre was hired to third parties. Of this amount, £2,905 (2019 - £5,359) was paid to members who are related to trustees.

15 Tangible assets

	Theatre Building £	Theatre Equipment £	Office Equipment £	Total £
Cost:				
At 1 April 2019	2,335,312	259,763	14,290	2,609,365
Additions	-	79,329	693	80,022
Disposals	-	-	-	-
At 31 March 2020	<u>2,335,312</u>	<u>339,092</u>	<u>14,983</u>	<u>2,689,387</u>
Depreciation:				
At 1 April 2018	418,909	216,005	11,617	646,531
Charge for the year	19,365	16,479	1,064	36,908
Eliminated on disposal	-	-	-	-
At 31 March 2019	<u>438,274</u>	<u>232,484</u>	<u>12,681</u>	<u>683,439</u>
NET BOOK VALUE:				
At 31 March 2020	<u>1,897,038</u>	<u>106,608</u>	<u>2,302</u>	<u>2,005,948</u>
At 31 March 2019	<u>1,916,403</u>	<u>43,758</u>	<u>2,673</u>	<u>1,962,834</u>

TEDDINGTON THEATRE CLUB LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

16 Debtors		2020	2019
		£	£
Trade debtors		6,291	9,406
Other debtors		3,562	3,974
Prepayments and accrued income		5,342	13,637
		<u>15,195</u>	<u>27,017</u>

17 Creditors: amounts falling due within one year		2020	2019
		£	£
Trade creditors		9,119	13,422
Other taxation and social security		3,238	5,481
Other creditors		12,542	8,699
Accruals and deferred income		5,277	4,309
		<u>30,176</u>	<u>31,911</u>

18 Analysis of charitable funds

Analysis of movement in unrestricted funds

	Balance 1	Income	Expenditure	Transfer	Balance 31
	April 2019				Mar 2020
	£	£	£	£	£
General fund	<u>432,058</u>	<u>244,865</u>	<u>(213,456)</u>	-	<u>463,467</u>

Analysis movement in unrestricted funds – previous year

	Balance 1	Income	Expenditure	Transfer	Balance 31
	April 2018				Mar 2019
	£	£	£	£	£
General fund	<u>420,339</u>	<u>240,420</u>	<u>(228,701)</u>	-	<u>432,058</u>

The General Fund represents funds available for the Charity's purposes as set out in the governing documents of the charity.

Analysis movement in restricted funds

	Balance 1	Income	Expenditure	Transfer	Balance 31
	April 2019				Mar 2020
	£	£	£	£	£
Restricted funds	<u>1,842,239</u>	<u>-</u>	<u>(20,292)</u>	-	<u>1,821,947</u>

Analysis movement in restricted funds – previous year

	Balance 1	Income	Expenditure	Transfer	Balance 31
	April 2018				Mar 2019
	£	£	£	£	£
Restricted funds	<u>1,862,608</u>	<u>-</u>	<u>(20,369)</u>	-	<u>1,842,239</u>

The Restricted funds represents the net book value of the leasehold theatre, theatre equipment and office equipment which are purchased with the use of funds from a specific lottery grant and specific donations received, and cash held for restricted purposes.

received and cash held for restricted purposes. equipment which are purchased with the use of funds from a specific federal grant and specific donations. The restricted funds reimburse the net book value of the household theatre theatre equipment and office

Restricted funds	1863'608	(50'366)	1813'242
April 2018	£	£	£
Balance 1	Income	Expenditure	Transfer
Analysis movement in restricted funds - previous year			
Restricted funds	1863'530	(50'585)	1812'945
April 2018	£	£	£
Balance 1	Income	Expenditure	Transfer
Balance 31	Income	Expenditure	Transfer

Restricted funds	1863'530	(50'585)	1812'945
April 2018	£	£	£
Balance 1	Income	Expenditure	Transfer
Balance 31	Income	Expenditure	Transfer

of the charity.
The General Fund reimburse funds available for the charity's purposes as set out in the governing documents

General fund	450'336	510'950	(558'101)	403'028
April 2018	£	£	£	£
Balance 1	Income	Expenditure	Transfer	Net 2020
Balance 31	Income	Expenditure	Transfer	Balance 31

General fund	450'336	510'950	(558'101)	403'028
April 2018	£	£	£	£
Balance 1	Income	Expenditure	Transfer	Net 2020
Balance 31	Income	Expenditure	Transfer	Balance 31

Analysis of movement in unrestricted funds	315'028	544'882	(513'426)	427'484
April 2018	£	£	£	£
Balance 1	Income	Expenditure	Transfer	Net 2020
Balance 31	Income	Expenditure	Transfer	Balance 31

Analysis of charitable funds	30'136			31'011
April 2018	£			£
Balance 1	Income	Expenditure	Transfer	Net 2020
Balance 31	Income	Expenditure	Transfer	Balance 31

Accruals and deferred income	2'511	4'304		6'815
Other creditors	15'245	8'688		23'933
Other taxation and social security	3'538	2'481		6'019
Trade creditors	8'178	13'455		21'633
April 2018	£	£		£
Balance 1	Income	Expenditure	Transfer	Net 2020
Balance 31	Income	Expenditure	Transfer	Balance 31

Analysis of movement in restricted funds	12'182	51'011		63'193
April 2018	£	£		£
Balance 1	Income	Expenditure	Transfer	Net 2020
Balance 31	Income	Expenditure	Transfer	Balance 31

TEDDINGTON THEATRE CLUB LIMITED

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

19 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	184,001	1,821,947	2,005,948
Cash at bank and in hand	291,012	-	291,012
Current assets	18,630	-	18,630
Current liabilities	<u>(30,176)</u>	<u>-</u>	<u>(30,176)</u>
At 31 March 2020	<u>463,467</u>	<u>1,821,947</u>	<u>2,285,414</u>

Analysis of net assets between funds – previous year

	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	120,595	1,842,239	1,962,834
Cash at bank and in hand	312,798	-	312,798
Current assets	30,576	-	30,576
Current liabilities	<u>(31,911)</u>	<u>-</u>	<u>(31,911)</u>
At 31 March 2019	<u>432,058</u>	<u>1,842,239</u>	<u>2,274,297</u>