

# **TEDDINGTON THEATRE CLUB LIMITED**

**(A company limited by guarantee)**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2018**

**Company No. 00939448**

**Charity Registered No. 257265**



Abbey House  
Hickleys Court  
South Street  
Farnham  
Surrey  
GU9 7QQ

# **TEDDINGTON THEATRE CLUB LIMITED**

**YEAR ENDED 31 MARCH 2018**

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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 2018

#### 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  
Mrs G C McCarthy  
Mr H Jacobs  
Mrs D L Salkilld  
Miss V Horder (Resigned 27 November 2017)  
Mr B V Messenger  
Miss C E Walker  
Mrs L Cooper (Appointed 1 April 2017)  
Mr J Tidball (Appointed 27 November 2017)

**Company Secretary:** Mrs S Bell

**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  
Taylorcocks  
Chartered Accountants  
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 2018**

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 2018.

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

#### **Strategies for achieving objectives**

##### **Education**

The trustees provide facilities at least twice a year for an affiliated group, Youth Action Theatre, to stage performances; and to provide their own technical and backstage crews, following training and adequate supervision. Local commercial stage schools are given facilities for tuition and training in dance and drama, the taking of Ofqual accredited exams and are given the opportunity of staging popular productions each year.

##### **Artistic values**

The trustees are conscious of the need to review performances which might cause offence. Whenever it is deemed appropriate, all publicity material contains a warning if strong language, nudity or simulated sexual acts form part of the performance.

#### **Activities for achieving objectives**

The charity owns and maintains the Hampton Hill Theatre, a theatre designed and built on land leased from the local council, for community benefit. Financed by grants and donations from many sources, the theatre opened in 1999, it is the permanent home to Teddington Theatre Club, which aims to put on 10 major productions a year plus other small scale productions. In addition, the theatre is available to hire to other theatrical groups as well as providing a venue for fund raising functions.

##### **Volunteers**

The trustees are grateful to the numerous members who regularly provide support during every production for their unstinting efforts. The bar, box office and front of house teams are all volunteers. All performers, technical and backstage crews for Teddington Theatre Club and other amateur dramatic societies provide their services voluntarily. There are no paid employees. One of the trustees is responsible for representing volunteers at board meetings.

# **TEDDINGTON THEATRE CLUB LIMITED**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2018**

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Review of activities**

A surplus of £31,103 has been made before depreciation of the theatre building. After depreciation of the theatre building of £27,860 has been taken into account, there was an overall surplus for the year of £3,243. The charity derives most of its income from ticket sales and hire charges. Overall income decreased by £9,958 in the year, mainly a result of a decrease in box office revenue. However, the results for the year in the area of subscriptions show an increase in net income, with the bar maintaining a steady return. The expenditure overall has decreased by £7,325, resulting in an overall decrease to net income of £2,633.

In line with company objectives, Teddington Theatre Club Ltd continues to be active in promoting the performing arts to all sections of the community by offering the opportunity for involvement in all aspects of production, producing shows of a high standard and offering audiences tickets at prices which we believe are attractive. TTC Ltd is equally active in its pursuit of good neighbourliness by offering the theatre facilities for hire at competitive rates to local businesses and individuals and by participation in local organisations. Highlights are given below.

TTC staged 11 shows in the period, providing a diverse range of drama and winning several prestigious Swan Awards locally.

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

The theatre also hosted over 30 stage productions by external clubs and societies, including many dance, youth and children's groups including prominent local schools; Dramacube, On-Stage Now, and The Step on Stage Academy of Performing Arts. The theatre was hired for 159 youth drama classes.

As always the theatre was made available for a variety of other performance arts disciplines, including a local jazz festival, stand-up comedy evenings 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 such as PROBUS, residents associations and the local bridge club. For this accounting period, the theatre hosted 125 such meetings.

Hampton Hill Theatre Ltd is an active member of the Hampton Hill Business Association, the Teddington Society and the London Borough of Richmond-Upon-Thames Chamber of Commerce, for whom we host an annual coffee morning at no charge. The theatre is also made available to local charities and artisan traders in the Christmas Market/Parade.

On the social side, function room bookings serving the local community included 11 parties and 3 funeral receptions. Our fully accessible Coward Suite was able to accommodate diversity and disability training sessions by Toucan University, Diabetes training for the NHS, and an AGM by local charity Richmond Users Independent Living Scheme (RUILS).

#### **Investment policy and performance**

The trustees keep all available funds in interest bearing bank accounts. Whilst returns are low at present it is hoped that the interest rates will improve in the near future.

# **TEDDINGTON THEATRE CLUB LIMITED**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2018**

### **FINANCIAL REVIEW**

#### **Going concern**

After making appropriate enquiries, 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. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

#### **PUBLIC BENEFIT**

When planning our activities for the year, the Trustees considered the Charity Commission's guidance on public benefit. The beneficiaries of the charities activities are described above and there are no unreasonable restrictions as to who may benefit.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Constitution and principal object**

The charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 24 November 2008.

The charity is constituted under a Memorandum of Association dated 24 November 2008 and is a registered charity number 257265.

The principal object of the charity continues to be that of encouraging the study and practice of dramatic art by promoting theatrical performances.

#### **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 are offered appropriate training and reminded of the information available on the Charity Commission's website.

#### **Organisational structure and decision making**

The charity is organised by a committee of all the trustees who meet once a month. The activities are centred on the theatre which consists of an auditorium, the Noel Coward Room, the Yardley Room, the Garrick Room and foyer.

The trustees have considered the Charity Commission's guidance on public benefit and fee charging. Teddington Theatre Club offers discounted membership fees for those on low incomes and those under 25. All other groups hiring the auditorium are encouraged to offer similar benefits.

Full details are available on our website, <http://www.teddingtontheatreclub.org.uk>, or by telephoning the box office in 020 8410 4545.

## **TEDDINGTON THEATRE CLUB LIMITED**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2018**

#### **Risk management**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The trustees have a duty to identify and review risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have examined the major risks facing the charity and a system of regular review is in place so the necessary action can be taken to reduce risk to a minimum.

#### **PLANS FOR THE FUTURE**

##### **Future developments**

The trustees continue to fulfil a programme of first class maintenance of the building and are continuing to replace lighting to LED lighting. The next project is to replace all fluorescent backstage lighting with LEDs.

Planned work during the August break is to fundamentally reinstall the auditorium sound system both in terms of wiring and hardware. The objective is to achieve, less rigging time for more complex shows such as musicals, greater operational flexibility for rehearsals and performances using various control positions, improvements to the audio quality – and most importantly simplify the sound operation for outside hirers. This will be mainly achieved with the purchase of a new digital Allen & Heath sound desk. Its Yamaha predecessor will be installed in the sound prep room early in the new year to replace a 20 year old analogue Soundcraft desk.

The majority of the work will take about ten intensive working days, followed by extensive testing. The new system is planned to go 'live' for TTC's Prefect Nonsense, quickly followed by Pink Mist.

In addition the trustees will also be looking at upgrading the foyer bar and replacing some of the furniture.

#### **MEMBERS' LIABILITY**

At 31 March 2018 the charity had 384 (2017 – 402) 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:

## **TEDDINGTON THEATRE CLUB LIMITED**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2018**

- 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.

#### **INDEPENDENT EXAMINER**

At the Annual General Meeting to be held on 26th November 2018 a resolution will be proposed to appoint Mr S P F Howell of Taylorcocks, Abbey House, Hickleys Court, South Street, Farnham, GU9 7QQ as Independent Examiner for the year ending 31 March 2019.

Signed on behalf of the Trustees

**S Bell - Company Secretary**

Date: 19th November 2018

**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 2018.

#### **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.

Date: 21st November 2018

Mr S P F Howell, FCCA

Taylorcocks  
Chartered Accountants  
Abbey House  
Hickleys Court  
South Street  
Farnham  
Surrey  
GU9 7QQ

**TEDDINGTON THEATRE CLUB LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2018**

	Note	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>Income from:</b>					
Donations and legacies	3	25,170	-	<b>25,170</b>	24,166
Other trading activities	4	215,397	-	<b>215,397</b>	226,335
Investments	5	36	-	<b>36</b>	61
<b>Total</b>		<u>240,604</u>	<u>-</u>	<u><b>240,604</b></u>	<u>250,562</u>
<b>Expenditure on:</b>					
Raising funds	6	35,319	-	<b>35,319</b>	34,704
Charitable Activities	7	171,064	20,285	<b>191,349</b>	202,403
Other	10	10,617	77	<b>10,693</b>	7,579
<b>Total</b>		<u>217,000</u>	<u>20,361</u>	<u><b>237,361</b></u>	<u>244,686</u>
<b>Net income/(expenditure)</b>		23,604	(20,361)	<b>3,243</b>	5,876
<b>Transfers between funds</b>		-	-	-	-
<b>Net Movement in Funds</b>		<u>23,604</u>	<u>(20,361)</u>	<u><b>3,243</b></u>	<u>5,876</u>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		<u>396,735</u>	<u>1,882,969</u>	<u><b>2,279,704</b></u>	<u>2,273,828</u>
<b>Total funds carried forward</b>		<u><b>420,339</b></u>	<u><b>1,862,608</b></u>	<u><b>2,282,947</b></u>	<u>2,279,704</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 11 to 18 form an integral part of these financial statements.

# TEDDINGTON THEATRE CLUB LIMITED

## BALANCE SHEET AS AT 31st MARCH 2018

	Note	2018 £	2017 £
<b>Fixed assets</b>			
Tangible assets	15	1,981,857	1,998,829
<b>Current assets</b>			
Stocks		3,246	3,830
Debtors	16	23,999	25,399
Cash at bank and in hand		319,101	277,774
Total Current Assets		<u>346,346</u>	<u>307,003</u>
<b>Liabilities</b>			
Creditors: Amounts Falling Due Within One Year	17	<u>(45,256)</u>	<u>(26,128)</u>
Net Current (Liabilities)/Assets		<u>301,090</u>	<u>280,875</u>
Total Assets Less Current Liabilities		<u>2,282,947</u>	<u>2,279,704</u>
Creditors: Amounts Falling Due After More Than One Year		<u>-</u>	<u>-</u>
<b>Net Assets</b>		<u>2,282,947</u>	<u>2,279,704</u>
<b>Funds of The Charity:</b>	18		
<b>Restricted Funds</b>		1,862,608	1,882,969
<b>Unrestricted Funds</b>		<u>420,339</u>	<u>396,735</u>
<b>Total Funds</b>		<u>2,282,947</u>	<u>2,279,704</u>

For the year ending 31 March 2018 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 19th November 2018 and are signed on their behalf by

**Mrs C K Henderson Roe**

**Mrs D Salkilld**

Company registration number 00939448

The notes on pages 11 to 18 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**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.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**1 ACCOUNTING POLICIES (continued)**

**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.

**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.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018

**1 ACCOUNTING POLICIES (continued)**

**Creditors and provisions**

Creditors and provisions are recognised where the charity 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 discounts 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.

**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.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**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.

<b>3 Income from donations and legacies</b>	<b>2018</b>	2017
	£	£
Donations	<b>2,816</b>	5,928
Subscriptions and general income	<b>22,354</b>	18,238
	<b><u>25,170</u></b>	<u>24,166</u>

Income from donations and legacies was £25,170 (2017 - £24,166) of which £nil (2017 - £nil) was attributable to restricted and £25,170 (2016 - £24,166) was attributable to unrestricted funds.

<b>4 Income from other trading activities</b>	<b>2018</b>	2017
	£	£
Community hires	<b>20,143</b>	26,121
Box office	<b>84,487</b>	96,370
Bar takings	<b>44,039</b>	47,327
Theatre hire	<b>66,729</b>	56,517
	<b><u>215,397</u></b>	<u>226,335</u>

Income from other trading activities was £215,397 (2017 - £226,335) of which £nil (2017 - £nil) was attributable to restricted and £215,397 (2017 - £226,335) was attributable to unrestricted funds.

<b>5 Investment income</b>	<b>2018</b>	2017
	£	£
Bank interest received	<b><u>36</u></b>	<u>61</u>

Income from investment income was £36 (2017 - £61) of which £nil (2017 - £nil) was attributable to restricted and £36 (2017 - £61) was attributable to unrestricted funds.

**TEDDINGTON THEATRE CLUB LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

<b>6</b>	<b>Raising funds</b>		<b>2018</b>	2017
			<b>£</b>	<b>£</b>
	Bar purchases		<b>19,358</b>	18,695
	Catering		<b>954</b>	1,198
	Management charge		<b>15,008</b>	14,811
			<b>35,319</b>	<b>34,704</b>

Expenditure on raising funds was £35,319 (2017 - £34,704) of which £nil (2017 - £nil) was attributable to restricted and £35,319 (2017 - £34,704) was attributable to unrestricted funds.

<b>7</b>	<b>Expenditure on charitable activities</b>	<b>Note</b>	<b>2018</b>	2017
			<b>£</b>	<b>£</b>
	Theatre running costs	<b>8</b>	<b>188,533</b>	197,133
	Governance costs	<b>9</b>	<b>2,816</b>	5,270
			<b>191,349</b>	<b>202,403</b>

Expenditure on charitable activities was £191,349 (2017 - £202,403) of which £20,285 (2017 - £19,978) was attributable to restricted and £168,248 (2017 - £182,425) was attributable to unrestricted funds.

<b>8</b>	<b>Analysis of theatre running costs</b>				
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds 2018</b>	<b>Total funds 2017</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Ground rent	100	-	<b>100</b>	100
	Service charge	624	-	<b>624</b>	519
	Water rates	3,040	-	<b>3,040</b>	985
	Light and heat	16,738	-	<b>16,738</b>	17,635
	Insurance	10,546	-	<b>10,546</b>	10,614
	Maintenance	10,372	-	<b>10,372</b>	6,606
	Theatre hire	26,139	-	<b>26,139</b>	25,875
	Theatre building maintenance	34,977	-	<b>34,977</b>	50,293
	Cleaning	18,258	-	<b>18,258</b>	10,440
	Production costs	22,720	-	<b>22,720</b>	27,018
	General expenses	80	-	<b>80</b>	161
	Box office running costs	420	-	<b>420</b>	420
	Publicity costs	16,659	-	<b>16,659</b>	18,449
	Theatre building and equipment depreciation	7,575	20,285	<b>27,860</b>	28,018
		<b>168,248</b>	<b>20,285</b>	<b>188,533</b>	<b>197,133</b>

**TEDDINGTON THEATRE CLUB LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

<b>9</b>	<b>Analysis of governance costs</b>	<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
	Auditors remuneration	-	4,950
	Independent examiners fee	<b>2,500</b>	-
	Subscription collection	<b>316</b>	320
	<b>Total</b>	<b><u>2,816</u></b>	<b><u>5,270</u></b>

<b>10</b>	<b>Other expenditure</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds 2018</b>	<b>Total funds 2017</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	General expenses	776	-	<b>776</b>	580
	Telephone	2,565	-	<b>2,565</b>	2,505
	Print, post and stationery	1,955	-	<b>1,955</b>	1,421
	Bank charges	2,929	-	<b>2,929</b>	2,750
	Loss on disposal of tangible fixed assets	1,360	-	<b>1,360</b>	-
	Office equipment depreciation	1,032	-	<b>1,032</b>	247
	Office equipment depreciation - restricted	-	77	<b>77</b>	76
		<u>10,616</u>	<u>77</u>	<b><u>10,693</u></b>	<b><u>7,579</u></b>

<b>11</b>	<b>Net income/(expenditure) for the year</b>	<b>2018</b>	<b>2017</b>
	<b>This is stated after charging:</b>	<b>£</b>	<b>£</b>
	Depreciation – Owned Assets	<b>28,969</b>	28,341
	Independent examination fee	<b>1,000</b>	-
	Statutory audit	-	3,450
	Non audit services	<b>1,500</b>	1,500

**12 Staff costs and numbers**

During the year, the charity had nil employees (2017 – nil).

**13 Trustees' remuneration and benefits**

None of the Trustees received remuneration or other benefits for services rendered during the year (2017 – £nil).

None of the trustees were reimbursed for any expenses during the year (2017 - £nil).

**TEDDINGTON THEATRE CLUB LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**14 Related party transactions**

The members have been paid £58,434 (2017 - £62,826) for general maintenance of the theatre and supervision while the theatre was hired to third parties. Of this amount, £7,356 (2017 - £10,638) was paid to members who are related to trustees.

**15 Tangible assets**

	Theatre Building £	Theatre Equipment £	Office Equipment £	Total £
<b>Cost:</b>				
At 1 April 2017	2,335,312	244,989	10,272	2,590,573
Additions	-	9,425	3,932	13,357
Disposals	-	(3,399)	-	(3,399)
<b>At 31 March 2018</b>	<u>2,335,312</u>	<u>251,015</u>	<u>14,204</u>	<u>2,590,573</u>
<b>Depreciation:</b>				
At 1 April 2017	380,179	202,183	9,383	591,745
Charge for the year	19,365	8,495	1,109	28,969
Eliminated on disposal	-	(2,040)	-	(2,040)
<b>At 31 March 2018</b>	<u>399,544</u>	<u>208,639</u>	<u>10,492</u>	<u>618,675</u>
<b>NET BOOK VALUE:</b>				
<b>At 31 March 2018</b>	<u>1,935,768</u>	<u>42,376</u>	<u>3,712</u>	<u>1,981,856</u>
<b>At 31 March 2017</b>	<u>1,955,133</u>	<u>42,808</u>	<u>888</u>	<u>1,998,829</u>

**16 Debtors**

	2018 £	2017 £
Trade debtors	6,938	8,629
Other debtors	3,073	3,125
Prepayments and accrued income	13,989	13,645
	<u>23,999</u>	<u>25,399</u>

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

	2018 £	2017 £
Trade creditors	32,169	9,681
Other taxation and social security	1,888	1,454
Other creditors	7,698	8,264
Accruals and deferred income	3,500	6,729
	<u>45,256</u>	<u>26,128</u>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**18 Analysis of charitable funds****Analysis of movement in unrestricted funds**

	Balance 1 April 2017	Income	Expenditure	Transfer	Balance 31 Mar 2018
	£	£	£	£	£
General fund	<u>396,735</u>	<u>240,604</u>	<u>(217,000)</u>	<u>-</u>	<u>420,339</u>

**Analysis movement in unrestricted funds – previous year**

	Balance 1 April 2016	Income	Expenditure	Transfer	Balance 31 Mar 2017
	£	£	£	£	£
General fund	<u>370,805</u>	<u>250,562</u>	<u>(224,632)</u>	<u>-</u>	<u>396,735</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 April 2017	Income	Expenditure	Transfer	Balance 31 Mar 2018
	£	£	£	£	£
Restricted funds	<u>1,882,969</u>	<u>-</u>	<u>(20,361)</u>	<u>-</u>	<u>1,862,608</u>

**Analysis movement in restricted funds – previous year**

	Balance 1 April 2016	Income	Expenditure	Transfer	Balance 31 Mar 2017
	£	£	£	£	£
Restricted funds	<u>1,903,023</u>	<u>-</u>	<u>(20,054)</u>	<u>-</u>	<u>1,882,969</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.

**TEDDINGTON THEATRE CLUB LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

**19 Analysis of net assets between funds**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total £</b>
Fixed assets	119,249	1,862,608	1,981,857
Cash at bank and in hand	319,101	-	319,101
Current assets	27,245	-	27,245
Current liabilities	(45,256)	-	(45,256)
	<u>420,339</u>	<u>1,862,608</u>	<u>2,282,947</u>
<b>At 31 March 2017</b>	<b><u>420,339</u></b>	<b><u>1,862,608</u></b>	<b><u>2,282,947</u></b>

**Analysis of net assets between funds – previous year**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total £</b>
Fixed assets	115,860	1,882,969	1,998,829
Cash at bank and in hand	277,774	-	277,774
Current assets	29,229	-	29,229
Current liabilities	(26,128)	-	(26,128)
	<u>396,735</u>	<u>1,882,969</u>	<u>2,279,704</u>
<b>At 31 March 2016</b>	<b><u>396,735</u></b>	<b><u>1,882,969</u></b>	<b><u>2,279,704</u></b>

## Document Activity Report

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