



# ANNUAL REPORT

April 2022 – March 2023



putney  
arts  
theatre



# CHAIR'S INTRODUCTION



**Carrie Cable**

Welcome to our annual report for 2022 – 2023. I took over as Chair of Trustees in October 2022 when Sarah Jillings stepped down. We owe her a huge debt of gratitude for steering us through the pandemic and all the challenges it presented. Thank you Sarah. Our thanks also go to Piers Wilson who stepped down as Vice Chair in October. Sarah has remained as a Trustee and three new Trustees have joined us this year, Tom Sainsbury, Ajay Shah and Jamie Hannon and Tony de Vizio has taken over as Vice Chair. This has ensured we continue to have a strong group of Trustees with a wide range of professional backgrounds and experiences. Thanks to all our Trustees for guiding and maintaining oversight of everything we do and supporting me in this new role.

We are fortunate to have two amazing resident companies, Group 64 Theatre for Young People and Putney Theatre Company who help us to achieve our charitable aims. The grants we obtained during the pandemic helped us to keep going when many other theatres went dark. Our General Manager, Veronika Wilson, our G64 Company Director, Nicola Sterry, Stacey Burt, our Creative Learning Director and PTC Artistic Directors, Cait and Barney Hart Dyke and all our staff and volunteers worked tirelessly to ensure our classes, education projects, shows and events were available for our local community, as you will see later in this report.

Special thanks go to Jeff Graves, the PTC Artistic Director, who stepped down in the summer of 2022, and who had perhaps the most challenging period as PTC Artistic Director ever. We also said a sad goodbye to Lewis Pickles, one of the G64 team who together with Lauren Tranter helped to steer us back to full capacity classes and in person sessions following the pandemic. We were delighted to welcome Hattie Kemish as a new member of the team in September.

We are now nearly back to where we were but are also keenly aware that the cost of living crisis is affecting people's ability to pay for classes or attend performances and that production costs and our overhead costs have risen considerably. What does the future hold for us then?



As with every organisation we are going to need to change in order to survive and thrive. As Sarah reported last year, pre pandemic the theatre was running at a loss and we have much work to do to ensure we are not again in that financial position.

Fundraising is a big part of what we need to do to survive and we are grateful to all those who have given so generously over the last years and in particular to our fundraising to refurbish the bar area and make it into a more versatile space. One key area we need to address going forward is replacing our current stage lights with LED lights, which will help to reduce our energy costs and be a positive move environmentally. This will be the focus for our fundraising this year.

The Trustees have also been looking at our direction of travel and priorities over the next few years. We have a beautiful but aging building, which needs much care and attention, even more than our dedicated band of volunteers is able to achieve. We need to grow our audiences and class numbers, extend the range and type of arts activities we provide for the local community and encourage more local people to use our facilities. There are too many people who still think we are a church! We will need the continuing support of our dedicated staff and volunteers as we negotiate our way forward and ensure we can continue to do what we do best – provide a safe and welcoming space to support the arts, drama, creativity, health and well being.

I feel privileged to be Chair of Trustees of PAT and will endeavour to provide the necessary leadership to make our aspirations a reality. Next year will be our 60th Anniversary and I look forward to sharing our progress and celebrating our achievements with you all.

Best wishes

Carrie Cable, Chair of Trustees

# WHO WE ARE



## PUTNEY'S COMMUNITY HUB FOR THE ARTS



An inclusive performance space providing creative & supportive theatrical opportunities for young people and adults, an inspiring space for its resident companies, a welcoming atmosphere for guest performers, and high quality entertainment involving the local community.

We are driven by a community of active members that includes local Putney residents, people from the borough of Wandsworth and from further afield throughout London. Being the base of both Putney Theatre Company and Group 64 Theatre for Young People, we are driven by the hard work & passion of our adult members and the playful experimentation of our youth.

## OUR TWO RESIDENT THEATRE COMPANIES

putney  
theatre  
company

a community led, quality amateur  
theatre company

GR6UP  
4 Theatre for  
young people

a dynamic, inclusive young people's  
theatre group



Joy - G64 - August 2022

# OUR OBJECTIVES, AIMS & VALUES

## TO BE THE CENTRE OF HIGH QUALITY CREATIVE PERFORMANCE FOR PUTNEY THAT INVOLVES AND INSPIRES THE WHOLE COMMUNITY

The objects of the charity are to advance the arts, particularly the medium of drama, for the benefit of the public and to help and educate young people through their leisure time activities, especially in the medium of drama and the associated arts, so to develop their physical and mental capabilities that they may grow to full maturity as individuals and members of society.

### OUR AIMS

To continue to develop our reputation and role as a creative performance venue in south west London, building on 60 years of experience to create a firm foundation for the next 60 years. This will be achieved by:

- Maintaining and developing the range of performance opportunities provided by the venue, while maintaining high quality standards
- Providing a supportive, inclusive environment for young people of all abilities, to learn and develop theatre skills, and nurture creativity
- Increasing the number of users of the theatre, including resident companies and external hires, and broadening the range and type of audiences served
- Developing the venue to maximise its potential to support its core activities and function more efficiently and effectively, while maintaining a reputation for friendliness and inclusivity
- Increasing income generation, through commercial activities and fundraising, to drive improvements to services and facilities
- Reviewing our systems and processes, identifying opportunities for improvements in terms of sustainable finance, robust H&S and ever increasing audience engagement

### OUR VALUES

In everything we do we seek to be:



High Quality



Fun



Creative



Community Centric



Friendly



Open



Inclusive



Supportive

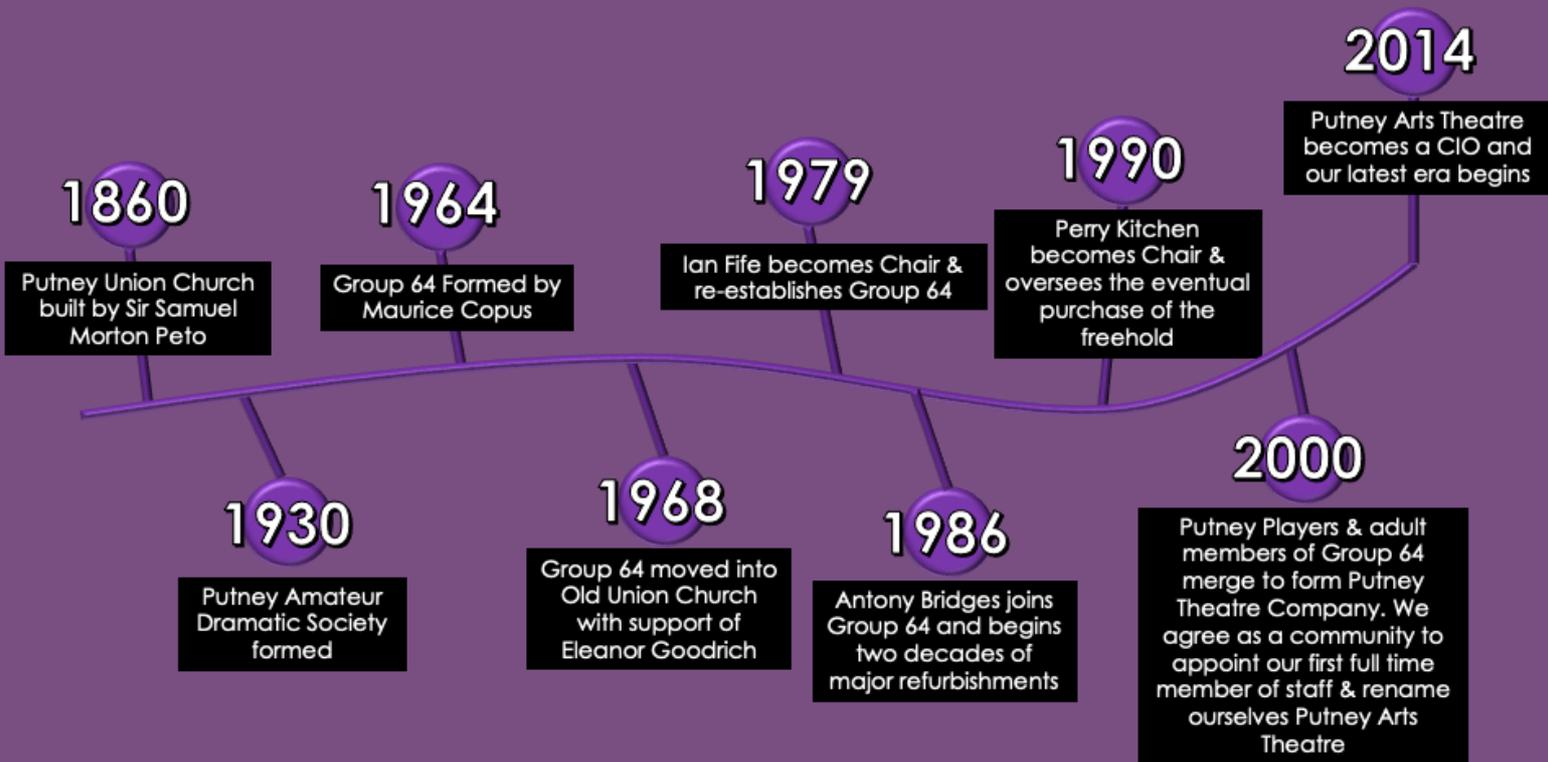


# OUR HISTORY

Great Expectations - PTC - November 2022

The Putney Arts Theatre stands in the original building of the Old Union Church, built in 1860 by Sir Samuel Morton Peto, whose other building works included the Reform Club and Nelson's Column.

Over 160 years later, we continue to celebrate and thank the people who have helped us grow and build a strong community theatre that supports Putney and the wider Wandsworth community.





# PUTNEY ARTS THEATRE

Putney Arts Theatre was formerly the Old Union Church, and the building dates from the mid-19th Century. Group 64 took over the disused and neglected church in 1968. Hard, voluntary work has transformed it into the theatre you see today, supported by kind donations and a lottery award via the Arts Council.

The main auditorium was reconstructed in 1994 and the studio and bar areas in 1998, when the exterior of the building was also stone cleaned.

In 2008 the studio space was upgraded and renamed the Antony Bridges Studio, with new roof and lighting rig. In 2016 the main stage space was upgraded with a new lighting rig.



## THE MAIN STAGE

The main auditorium seats 147, and the stage measures 41' by 30'. Although the auditorium is usually arranged in the traditional proscenium style, much of the seating is flexible and many shows have experimented successfully with performing in traverse and in the round.

## THE ANTONY BRIDGES STUDIO THEATRE

The studio theatre is a 'black box' measuring approximately 16' by 26'. It can seat up to 46 and is perfect for creating a smaller, intimate setting, where the audience can be seated almost within touching distance of the actors. The venue is also used as a rehearsal space.





# GROUP 64 THEATRE FOR YOUNG PEOPLE

Group 64 Theatre for Young People (G64) is the resident young people's theatre group at Putney Arts Theatre. We provide an inclusive performing arts programme that includes weekly classes, performance opportunities and holiday projects for young people aged 4 - 19 years old. These opportunities allow for young people to be creative, heard and joyful in a safe environment.

## G64 MISSIONS

**1**

**Be an inclusive young people's theatre company**

**2**

**To make sure the voices of young people are heard and valued**

**3**

**To put Mental Wellbeing at the core of what we do**

**4**

**To deliver a varied Performing Arts Programme**

**5**

**To help develop skills and confidence**

10 classes weekly for age ranges 5-18

Exciting holiday projects during October, February, Easter, May and Summer holidays

5 annual productions of youth work, including NT Connections

Educational Projects including outreach work with the Alton estate, Duke of Edinburgh volunteering opportunities and primary & secondary school workshops

**"My child's place at G64 is not just a 'place' and in fact is something money cannot buy. It is like a well for the thirsty. They come to G64 and are energised and made joyful. - G64 Parent"**



# PUTNEY THEATRE COMPANY

Cyrano de Bergerac - PTC - June 2022



Nell Gwynn - April 2022

Putney Theatre Company is the adult resident theatre company of Putney Arts Theatre. We provide high quality and varied opportunities for amateur theatre practitioners to perform; and provide sustainable income, practical support and creative content for Putney Arts Theatre.

We are driven by a community of active members that includes local Putney residents, people from the borough of Wandsworth and from further afield throughout London.



A Midsummer Nights Dream - August 2023

Putney Theatre Company is run by a committee, governed by a constitution, and artistically led by artistic directors appointed every 3 years by the Putney Arts Theatre Trustees.



Dick Whittington - Jan 2023

We make work that is any and sometimes all of the following: bold, adventurous, challenging, classic, new and sometimes more than a little bit silly. Above all, our work always strives to be of the highest standard.



# GROUP 64 PRODUCTIONS

This Changes Everything - G64 - Mar 2022

## Mar 2022 - This Changes Everything by Joel Horwood

Our 13-18 year olds took to the stage with This Changes Everything by Joel Horwood. An extremely relevant piece about young people who start their own community out at sea. It was described by our audience as a 'play for our time'.

## Jul 2022 - Treasure Island by Robert Louis Stevens, Adapted by Stuart Paterson

Lauren and Lewis debuted their playful show of Treasure Island in a very hot week in July. Performed by G64 members aged 8 – 14 years old. They had full audiences and the cast had a lovely time. Audience members said 'Fantastic show with talented actors obviously having an amazing time – loved it!'

## Aug 2022 - JOY devised by the Company

In August 14 G64 members aged 15-18 took their devised show JOY to Edinburgh Fringe Festival. A show about what brings us joy and happiness and how to find it. This show will also be performed as part of Wandsworth Arts Fringe and go alongside happiness workshops in local primary schools.

## Nov 2022 - Young Directors: Brainstorm by Ned Glasier, Emily Lim and Company 3. A Beautiful History by John Douglas.

In November, two young people took part in our Young Directors programme, putting on three performances each of Brainstorm and A Beautiful History to audiences. They received really wonderful feedback and gave fantastic performances.

## Dec 2022 - A Christmas Carol by Charles Dickens, Adapted by Karen Louise Hebden

In December, we gave four performances of A Christmas Carol with 34 members ranging from 8 – 18 years old. They sang 4 carols acapella which helped underscore the piece and used puppetry as well. Audiences said that it was "an amazing show with fabulous performances by everyone! Congratulations on a fantastic show full of Christmas Spirit!" A few members of the Christmas Carol cast also took a section to the Putney Christmas Light's turn on.

## Feb 2023 - Macbeth by William Shakespeare

Our Young Company took on Shakespeare's Macbeth this year. 30 of our 16+ performed to 3 sold out performances their 80's take on this classic tale of betrayal and greed with excellent feedback.

## Mar 2023 - Strangers Like Me by Ed Harris, in association with National Theatre Connections Festival

Part of National Theatre Connection's Festival, 19 G64 members aged 14-18 performed Strangers Like Me by Ed Harris. Looking at how we handle grief at a young age and the emotions that come with it. This piece will also be performed at the Lyric Hammersmith on Monday 24th April.



# PTC PRODUCTIONS



Nell Gwynn - PTC - Apr 2022

## Apr 2022 - Nell Gwynn by Jessica Swale

A joyful modern take on a Restoration comedy full of witty dialogue, music, singing, dancing and a healthy dose of naughtiness too...



## May 2022 - New Writing Festival

From the 350 script submissions the New Writing Team selected four brand new plays to form our 2022 New Writing Festival: Human Resources, Making It Up As We Go Along, The Cold Room and Flat Earth.



## Jun 2022 - Cyrano de Bergerac by Edmund Rostrand, adapted by Glyn Maxwell

Swashbuckling swordsman-poet Cyrano is celebrated throughout Paris for his prowess in battle, his wit and his panache. However, his boisterous demeanour masks a secret sorrow: he adores the beautiful Roxane, yet fears to speak of his passion because he is convinced that his gigantic nose makes him too ugly to be loved.



## August 2022 - A Midsummer Nights Dream by William Shakespeare

The Hurlingham Festival and the main auditorium played host to our ensemble production of A Midsummer Night's Dream - Shakespeare's most popular comedy. Set in an enchanted forest filled with fairies, sparring lovers and a group of hard-handed amateur actors rehearsing a play. Cue mischief, magic and a healthy dose of fantasy.



## Oct 2022 - Ulster American by David Ireland

Three careers could be made – or broken. Then something is said that cannot be unsaid, a line is crossed, and mayhem ensues. David Ireland's blackly comic thriller examines issues of cultural identity, abuse of power, and male privilege.



## Nov 2022 - Great Expectations by Charles Dickens adapted by Neil Bartlett

Our expectations were great for our November production, and we weren't disappointed! Neil Bartlett's acclaimed adaptation of Great Expectations thrillingly brings to life on the stage some of Charles Dickens' most memorable characters.



## Jan 2023 - Dick Whittington by the PTC New Writing Team

We joined our hero Dick Whittington (and his trusty cat!) as he sought fame, fortune and happiness on his journey to become the Lord Mayor. Guided by the magical Fairy Bow Bells, Dick set out on an adventure that sent him from London town to the High Seas, headed for Kathmandu. But, did Dick outwit the evil rodent King Rat, free the city from his team of revolting rodents and win the beautiful Alice's hand in marriage?



## Feb 2023 - Kindertransport by Diane Samuels

Brutally separated from her German Jewish parents at the age of nine, Eva is brought to England with the promise of a new life. Diane Samuels' seminal play is a modern classic about one woman's struggle to come to terms with her past.



## Mar 2023 - The Last of the Haussmans by Stephen Beresford

The Last of the Haussmans examines the fate of the revolutionary generation and offers a funny, touching and at times savage portrait of a family full of longing that's losing its grip. Over a few sweltering months they alternately cling to and flee a chaotic world of all-day drinking, infatuations, long-held resentments, free love and failure.





# OUR IMPACT

**"Suddenly, I wasn't a 17-year-old girl anymore. Suddenly I was this professional actor who wasn't just rehearsing for youth theatre show, but a 'proper' production. It made me feel noticed and valued as a performer where I feel like before, I had been overlooked. G64 Member, 18 years old"**



This year 44 families took advantage of our Pay What You Can Afford Scheme for Group 64, allowing families to pay any amount that they can afford under our normal term fees. Over the past year we have worked with local schools to provide 14 scholarship places for young people aged 11+ who would not normally have access to our classes. We also gave 59 complimentary tickets to local schools so their young people could come and see shows at Putney Arts Theatre.

Over 4,500 people attended 14 different productions at Putney Arts Theatre last year. Putney Theatre Company had over 300 members between the ages of 18 and 94!



Group 64 engaged with ten local schools working with their drama departments, English departments and heads of year to expand and develop skills and enrich curriculums. We worked with young people to develop improvisation, devising, physical theatre, and clowning skills. Helping young people to produce, direct, assistant direct, facilitate and one to one assist. We hosted work placements and university placements for young people. We engaged with approximately 2000 young people in these schools and the local Wandsworth area. Over the year we worked with approximately 3.8% of the total population of Wandsworth's 0-17 year olds.

# ANNUAL REPORT

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

## REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number	1157481	
Principal address	Putney Arts Theatre Ravenna Road London, SW15 6AW	
Registered charity name	Putney Arts Theatre	
Operating sections	Group 64 Theatre for Young People (to age 21) Putney Theatre Company (age 18+) Putney Arts Theatre (external hires and administration)	
President	Mrs Audrey Copus	
Trustees (appointed)	Carrie Cable (2017, Chair from 2022) Amanda Benzecry (2020, Secretary) Perry Kitchen (2014*, Treasurer) Bryan Raven (2014*) Paul Benton (2018) Ajay Shah (2023) Piers Wilson (resigned 2022)	
	Sarah Jillings (2015, Chair to 2022) Tony de Vizio (2022, Vice Chair) Zoe Copley (2019) Laura Jackson (2021) Tom Sainsbury (2022) Jamie Hannon (2023)	
Putney Arts Theatre	Veronika Wilson	General Manager
Group 64 Theatre for Young People	Nicola Sterry Stacey Burt Lewis Pickles Lauren Tranter Hattie Kemish	Company Director Creative Learning Director Assistant Youth Director (to Aug 22) Assistant Youth Director Assistant Youth Director (Sept 22)
Putney Theatre Company	Barney Hart Dyke (Artistic Director) Jeff Graves (Artistic Director to Jul 22) Carrie Cable (Treasurer & Chair to Oct 22). Alexa Adam (Secretary) Mike Cooke (Committee) Nick Wells (Marketing) Lyndall Brown (Marketing)	Cait Hart Dyke (Artistic Director) Tom Sainsbury (Treasurer & Chair from Oct 22) Kim Dyas (Committee) Simon Crump (Committee) Caroline D'Arcy (Committee) James Curwen (Marketing) Anne-Charlotte Gerbaud (Marketing)
Independent examiner	Elliot Fielding ACA Sampson Fielding Ltd - Chartered Accountants 34-35 Clarges Street London W1J 7EJ	
Solicitor	Russell-Cooke LLP 2 Putney Hill, London SW15 6AB	
Bankers	National Westminster Bank PLC 111-117 Putney High Street, London SW15 2LL	

\*Putney Arts Theatre was granted its official charitable status in June 2014, but it was a continuation of a previous charity, Group 64. Group 64 was founded and granted charitable status in 1964, as an unincorporated charity. On its 50th anniversary, the trustees agreed to change the charity to a Charitable Incorporated Organisation (CIO) At the same time, the opportunity was taken to rebrand the charity, calling it the same name as its building, whilst retaining the name of Group 64 for its well-known operating division, providing theatre for young people. To effect the change, a new CIO had to be created into which the assets and obligations of the old charity were transferred. The old charity was then wound up. Two trustees from the old charity are still trustees of the new CIO. Perry Kitchen has been treasurer since 1984 and was a trustee from 1990. Bryan Raven was appointed a trustee in 2007.

# ANNUAL REPORT

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

The charity is a Charitable Incorporated Organisation (CIO) and was entered on the Register of Charities on 16 June 2014. It assumed the assets, liabilities and obligations and continued the activities of Group 64, an unincorporated charity founded in 1964. The charity is governed by its constitution. This provides that trustees may be elected by the members of the Putney Arts Theatre, that one third of trustees by rotation should retire each year and may offer themselves for re-election, and that no trustee may serve more than four consecutive terms (i.e. twelve years).

## OBJECTIVES AND ACTIVITIES

### Objectives and aims

The objects of the charity are:

To advance the arts, particularly the medium of drama, for the benefit of the public; and

To help and educate young people through their leisure time activities, especially in the medium of drama and the associated arts, so to develop their physical and mental capabilities that they may grow to full maturity as individuals and members of society.

### Significant activities

The charity achieves its objectives through providing productions of plays for the benefit of the public and of participants (who are drawn from the community); through providing drama classes, productions, holiday projects and other activities for young people aged 4- 21; and through the provision of space and facilities for other community theatre groups, musical ensembles, local artists, a third age literary group and many others. A detailed report of activities undertaken during the year is contained in the Annual Report. This demonstrates that the objects of the charity have been advanced.

### Public benefit

The trustees confirm that the activities referred to above have been undertaken in order to further the charity's purposes for the public benefit; and that they have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

### Financial review

Total incoming resources were £231,583 (2022: £220,189). Total resources expended were £235,867 (2022: £230,153). The net overall deficit in 2022-23 was £4,284 (2022: deficit £9,964).

In addition to the statutory information, notes 14 and 15, which follow the financial statements, contain analyses by activity and productions. These are for information and interest, but have not been independently examined.

### Reserves policy

The charity's reserves policy is to maintain a Building Capital Reserve which is sufficient to meet all anticipated and otherwise unfinanced costs of improvement and maintenance of the Putney Arts Theatre for at least the next 12 months; and a Revenue Reserve which aims to be equal to 3 months' normal expenditure: this Revenue Reserve requirement would amount to £55,000, and is the amount which the trustees consider to be the minimum required to cushion the charity against unforeseen events. At 31/3/23 overall reserves were £49,204. After some volatile years, the trustees consider this to be a creditable result and sufficiently close to the reserves policy, since no capital expenditure is planned for the foreseeable future that is not financed by outside grants and donations. The equivalent figure at 31/3/22 was £53,488.

### 2023-24 financial outlook

Thanks to government support in the form of grants and furlough payments, the charity's financial position at 31 March 2023 was stronger than had been feared at the height of the Covid-19 pandemic. At the time of writing we are pleased to report that we are almost back to normal. Drama classes and holiday projects are filling, and audiences have returned to our live productions.

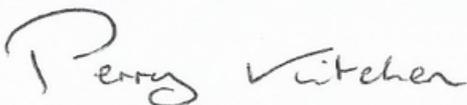
Nevertheless, the future can never be certain. The Covid-19 pandemic began at a time that the trustees were reviewing the charity's financial structure, since income from regular activities was not keeping pace with increasing costs, a position severely exacerbated by the pandemic. Looking ahead the trustees do not believe there is any guarantee that drama class and audience numbers will continue at pre-Covid levels. Accordingly the trustees continue to keep a close watch on costs.

### Risk Management

The trustees have reviewed the major strategic, business and operational risks to which the charity is exposed. These include loss of or damage to the building, liability to users and visitors, and loss of income. The trustees confirm that systems have been established to mitigate any such risks, that insurance cover has been obtained to cover strategic risks, and that the assessment of risks is kept under review.

Data protection and information governance policies are in place and are reviewed to ensure that data is protected and that the internal processes are robust and comply with any new legislative or regulatory requirements.

Approved by order of the board of trustees on 27th June 2023 and signed on its behalf by:



P D C N Kitchen MA FCA: Trustee and Treasurer

# INDEPENDENT EXAMINER'S REPORT

I report on the accounts for the year ended 31 March 2023 set out on pages 16 to 20

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

## Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

## Independent examiner's statement

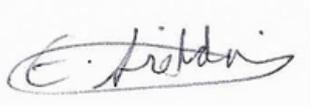
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Elliot Fielding  
Sampson Fielding Ltd  
Chartered Accountants  
34-35 Clarges Street  
London W1J 7EJ

# STATEMENT OF FINANCIAL ACTIVITIES

**Putney Arts Theatre**  
**Statement of Financial Activities**  
**for the year ended 31 March 2023**

		2023	2023	2023	2022
	Notes	Restricted £	Unrestricted £	Total funds £	Total funds £
<b>INCOMING RESOURCES</b>					
<b>Income and endowments from:</b>					
Donations, legacies, sponsorship & grants	2	3,934	10,331	14,265	93,254
Grants: restricted	2	16,610		16,610	1,700
		<u>20,544</u>	10,331	30,875	<u>94,954</u>
Charitable activities	3		189,122	189,122	121,762
Trading activities	4		11,586	11,586	3,473
<b>Total incoming resources</b>		<u>20,544</u>	<u>211,039</u>	<u>231,583</u>	<u>220,189</u>
<b>RESOURCES EXPENDED</b>					
<b>Expenditure on:</b>					
Charitable activities: unrestricted	7		208,881	208,881	222,361
Charitable activities: restricted	7	16,610		16,610	1,700
		<u>16,610</u>	208,881	225,491	<u>224,061</u>
Raising funds	7		10,376	10,376	6,092
<b>Total resources expended</b>		<u>16,610</u>	<u>219,257</u>	<u>235,867</u>	<u>230,153</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		3,934	-8,218	-4,284	-9,964
<b>TOTAL FUNDS BROUGHT FORWARD</b>			235,320	235,320	245,284
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>3,934</u>	<u>227,102</u>	<u>231,036</u>	<u>235,320</u>

# BALANCE SHEET

Putney Arts Theatre  
Balance sheet  
at 31 March 2023

	Notes	Restricted £	Unrestricted £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible Assets	8		181,832	181,832	181,832
<b>CURRENT ASSETS</b>					
Stocks	9		1,700	1,700	1,400
Debtors	10		11,263	11,263	6,607
Cash at bank and in hand		3,934	64,660	68,594	72,186
		<u>3,934</u>	<u>77,623</u>	<u>81,557</u>	<u>80,193</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11		-32,353	-32,353	-26,705
			<u>3,934</u>	<u>45,270</u>	<u>49,204</u>
<b>NET CURRENT ASSETS</b>					
			<u>3,934</u>	<u>227,102</u>	<u>231,036</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
			<u>3,934</u>	<u>227,102</u>	<u>231,036</u>
<b>NET ASSETS</b>					
			<u>3,934</u>	<u>227,102</u>	<u>231,036</u>
<b>FUNDS</b>					
			<u>3,934</u>	<u>227,102</u>	<u>231,036</u>
<b>TOTAL FUNDS</b>					
			<u>3,934</u>	<u>227,102</u>	<u>231,036</u>

The financial statements were approved by the Board of Trustees on 27 June 2023 and were signed on its behalf by:



Perry Kitchen MA FCA: Trustee and Treasurer



Carrie Cable: Chair of Trustees

# NOTES TO THE FINANCIAL STATEMENT

## 1. ACCOUNTING POLICIES

### Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at historical cost or transaction value. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (the Charities SORP) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. Putney Arts Theatre is a Charitable Incorporated Organisation and meets the definition of a public benefit entity under FRS 102. The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

### Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

### Tangible fixed assets

Tangible fixed assets comprise a freehold property that is included at the cost of acquisition from the predecessor charity. No depreciation is provided as regular expenditure on maintaining the property means that the amount recoverable on any disposal is likely to be greater than the net book value in the accounts for the foreseeable future.

### 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 tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Part of the fund has been designated by the trustees for the maintenance of the freehold property and incoming resources are allocated to this fund on the basis of the donors' stated wishes. Expenditure on maintenance and enhancement of the property is allocated to this fund.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme, which complies with current pension legislation. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on a functional basis as set out in note 7.

### Statement of cash flows

In preparing these financial statements the trustees have taken advantage of the disclosure exemptions permitted by the Charities SORP to charities that are not large not to prepare a statement of cash flows.

## 2. DONATIONS, LEGACIES, SPONSORSHIP AND GRANTS

	2023	2022
	£	£
Donations:		
Donations: restricted (bar fund)	10,331	7,959
Legacies (Paul Haken Trust)	3,934	
Sponsorships		2,190
Grants:		
Arts Council Recovery Fund		53,136
London Borough of Wandsworth		20,650
Other		
Grants: restricted - Jack Petchey Foundation	16,610	1,700
	16,610	
HMRC furlough grants		9,319
	<u>30,875</u>	<u>94,954</u>

## 3. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Subscriptions	74,598	63,550
Productions	84,892	41,390
Education outreach:		
London Borough of Wandsworth	4,888	
Other schools and community groups	7,449	3,252
Other charitable activities	17,295	13,570
	<u>189,122</u>	<u>121,762</u>

# NOTES TO THE FINANCIAL STATEMENT

## 4. INCOME FROM TRADING ACTIVITIES

	2023	2022
	£	£
Theatre hires etc	11,586	3,473
Other trading activities	0	0
	<u>11,586</u>	<u>3,473</u>

## 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 (2022: £Nil)

There were no trustees' expenses paid for the year ended 31 March 2023 (2022: £Nil)

## 6. STAFF COSTS

### Note 6: STAFF COSTS

	2023	2022
	£	£
Wages and salaries (unrestricted activities)	99,467	115,060
Wages and salaries (restricted - Jack Petchey)	14,900	
Social Security costs	5,395	5,160
Pension costs	5,359	5,553
	<u>125,121</u>	<u>125,773</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Group 64 Theatre	3	3
General management	1	1
	<u>4</u>	<u>4</u>

No employee received emoluments in excess of £60,000 (nor in 2022)

## 7. RESOURCES EXPENDED

2023	Costs of raising funds	Costs of charitable activities	Total
Wages and salaries (unrestricted activities)	7,094	103,127	110,221
Wages and salaries (restricted - Jack Petchey - see note)	0	14,900	14,900
Restricted expenditure (Jack Petchey - see note below)	0	1,710	1,710
Overheads & administration	3,282	58,903	62,185
Theatre production costs	0	43,182	43,182
Theatre maintenance & enhancement costs	0	3,669	3,669
	<u>10,376</u>	<u>225,491</u>	<u>235,867</u>
<b>2022</b>	<b>Costs of raising funds</b>	<b>Costs of charitable activities</b>	<b>Total</b>
Wages and salaries (unrestricted activities)	4,643	121,130	125,773
Wages and salaries (restricted - Jack Petchey)	0	0	0
Restricted expenditure (Jack Petchey)	0	1,700	1,700
Overheads & administration	1,449	47,554	49,003
Theatre production costs	0	29,257	29,257
Theatre maintenance & enhancement costs	0	24,420	24,420
	<u>6,092</u>	<u>224,061</u>	<u>230,153</u>

The Jack Petchey Foundation grants were restricted to the charitable activities of Group 64 Theatre for Young People, including Achievement Awards (£900) for equipment, props and costumes, and a Reignite grant for staff costs plus items of equipment to support drama classes and productions, enabling participation by young people of restricted financial means. A Recognition Award grant of £1,000 has been carried over into 2023/24 and will be spent before August 2023.

The Independent Examiner provided his services for £2,200 (2022: £2,000) including VAT.



# NOTES TO THE FINANCIAL STATEMENT

The schedules which follow do not form part of the statutory financial statements

## 14. DETAILED ACCOUNTS FOR THE YEAR TO 31 MARCH 2023

### INCOME & EXPENDITURE ACCOUNT

<u>Putney Theatre Company</u>	2023	£	2022	£
Subscriptions & acting fees		6,280		5,857
<b>Productions:</b>				
Nell Gwynn	5,255	Eight	130	
New Writing	3,014	School for Scandal	2,110	
Cyrano de Bergerac	4,584	Baby on Board	366	
A Midsummer Night's Dream	5,650	Di & Viv & Rose	140	
Ulster American	1,615	3 Men in a Boat	1,196	
Great Expectations	6,210	Romeo & Juliet	4,907	
Dick Whittington	4,864	Alice in Wonderland	2,409	
Kindertransport	2,375	The House of Bernarda	3,793	
The Last of the Hausmanns	4,464	Killology	2,186	
		Celebration	776	
Total production income		38,031		18,013
Sponsorship for PTC		1,000		
Readings & social events		977		402
Prior year productions		0		500
<b>Total PTC</b>		<b>46,288</b>		<b>24,722</b>
<b>Group 64</b>				
Drama class subscriptions		68,318		57,693
<b>Productions:</b>				
Treasure Island	2,191	Frankenstein	724	
		G64 & Return to the Theatre	(182)	
Brainstorm/A Beautiful History	802	Love Song	398	
A Christmas Carol	1,585	Lion, the Witch & the Wardrobe	2,566	
Macbeth	2,385	A Matter of Life & Death	1,919	
Strangers Like Me (NT Connex)	519	This Changes Everything	623	
Total production income		7,482		6,048
Holiday projects & workshops		15,737		12,680
Education (schools) projects		12,337		3,252
Group 64 Fundraising		553		767
Grants and donations		20,246		3,750
Group 64 costs (staff & other costs)		(94,364)		(78,403)
<b>Total G64</b>		<b>30,309</b>		<b>5,787</b>
<b>Putney Arts Theatre</b>				
<b>Income</b>				
Theatre lettings		9,986		3,023
Art exhibitions/craft fairs/prize draw				
Car parking		1,600		450
Wandsworth BC Grants				20,650
Donations – Shine On campaign, inc Gift Aid		5,496		5,557
Sales of donated goods				213
Other income/(expense)		30		(279)
<b>PAT income</b>		<b>17,112</b>		<b>29,614</b>

# NOTES TO THE FINANCIAL STATEMENT

## 14. DETAILED ACCOUNTS FOR THE YEAR TO 31 MARCH 2023 (continued)

	2023	£		2022	£
PAT income (from previous page)		17,112			29,614
<b>Putney Arts Theatre Expenditure</b>					
Theatre admin, net of furlough	(42,490)			(41,639)	
Fixtures, fittings, equipment	(1,487)			(1,891)	
Repairs & redecorations	(3,669)			(7,631)	
Health & Safety	(2,531)			(4,694)	
Water	(856)			368	
Council tax	(1,011)			(516)	
Insurance	(8,198)			(7,038)	
Heating	(5,464)			(2,364)	
Lighting	(13,394)			(3,154)	
Housekeeping & waste disposal	(10,458)			(8,341)	
Theatre licence, inspections etc	(1,019)			(3,933)	
Postage, stationery & printing	(3,443)			(386)	
Website & IT	(3,026)			(3,648)	
Telephone	(2,480)			(2,018)	
General publicity	(1,077)			(898)	
Professional Fees	(2,200)			(1,260)	
Bank charges	(3,656)			(3,068)	
		<u>(106,459)</u>			<u>(97,416)</u>
<b>PAT (deficit)/surplus</b>		<b><u>(89,347)</u></b>			<b><u>(67,802)</u></b>
<b>Summary</b>					
PTC		46,288			24,772
Group 64		30,309			5,787
PAT		<u>(89,347)</u>			<u>(67,802)</u>
<b>Total Income &amp; Expenditure (deficit)/surplus</b>		<b><u>(12,750)</u></b>			<b><u>(37,243)</u></b>
Cultural Recovery Fund					32,136
Redundancy costs					(11,536)
Theatre Tax Relief, net of fees		<u>5,318</u>			<u>458</u>
(Deficit)/surplus after CRF & restructuring		<b><u>(7,432)</u></b>			<b><u>(16,185)</u></b>
		=====			=====
<b>BUILDING CAPITAL FUND</b>					
<b>Income</b>					
Donations & fundraising		198			139
Bar Appeal		3,934			
Cultural Recovery Fund					3,000
Paul Haken Trust		<u>          </u>			<u>2,190</u>
		4,132			5,329
<b>Expenditure</b>					
Lights & Sound equipment etc		<u>(984)</u>	Fire alarm, sound, fans	<u>(17,108)</u>	
Building Capital Fund (deficit)/surplus		3,148		(11,779)	
Building Capital Fund at 1/4/22		<u>(1,440)</u>		<u>10,339</u>	
<b>Building Capital fund at 31/3/23</b>		<b><u>1,708</u></b>		<b><u>(1,440)</u></b>	
		=====		=====	
<b>SUMMARY OF INCOMING/OUTGOING RESOURCES</b>					
Income & expenditure (deficit)		(7,432)			(16,643)
Building capital fund surplus/(deficit)		3,148			(11,779)
Cultural Recovery grant, taken to reserves					<u>18,000</u>
<b>Net (outgoing)/incoming resources</b>		<b><u>(4,284)</u></b>			<b><u>(9,964)</u></b>
		=====			=====

# NOTES TO THE FINANCIAL STATEMENT

## 15. ACCOUNTS OF PLAYS

PTC	Nell	New	Cyrano de	Midsummer	Ulster	Great	Dick	Kinder-	Last of the	PTC	PTC
	Gwynn	Writing	Bergerac	Night's Dream	American	Expectns	Whittington	transport	Hausmanns	Total	Total
Nos. Full	309	86	233	64	93	189	175	64	126	1339	683
Conc	224	121	202	193	92	395	369	174	271	2041	958
	533	207	435	257	185	584	544	238	397	3380	1641
Capacity	1200	600	950	600	225	900	1200	246	750	6671	3970
As %	44%	35%	46%	43%	82%	65%	45%	97%	53%	51%	41%
<b>Income</b>	<b>£</b>										
Tickets	7531	2784	6273	3249	2652	7821	7001	2987	5104	45402	20441
Program profit	(49)	(21)		(115)		6	(104)	(7)	38	(252)	(60)
Bar profit	903	398	483	363	232	881	947	332	738	5277	1437
Acting fees	426	110	325	180	75	200	325	150	150	1940	1380
Other income				3500				11		3511	1258
	8810	3271	7081	7177	2959	8908	8169	3473	6030	55878	24456
<b>Expenditure</b>											
Set	119	83	210		256	343	434	46	540	2031	882
Props	107	44	73	90	99	124	147	114	62	860	452
Wardrobe	1451		898	845		1263	928	176	206	5757	1779
Hair, Make-up	230		94	19		37		30	95	505	110
Lights	229					198	292			719	514
Sound/music							258			258	386
Publicity/photo	117	130	243	573	539	293	1246	199	213	3553	1025
Rights	1242		694		450	450		450	450	3736	364
Rehearsal space	60									60	100
Wandsworth Council			285							285	
Scripts/other								83		83	
	3555	257	2497	1527	1344	2698	3305	1098	1566	17847	6443
PTC surplus	5255	3014	4584	5650	1615	6210	4864	2375	4464	38031	18013

Group 64	Treasure Brainstorm Christmas				Strangers		G64	G64	PAT	PAT
	Island	B History	Carol	Macbeth	Like Me	2023	2022	Total	Total	
Nos. Full	139	50	105	132	57	483	373	1822	1056	
Conc	153	55	190	154	99	651	488	2692	1446	
	292	105	295	286	156	1134	861	4514	2502	
Capacity	600	135	600	450	450	2235	2190	8906	6160	
As %	49%	78%	49%	64%	35%	51%	39%	51%	41%	
<b>Income</b>	<b>£</b>									
Tickets	2664	960	2521	2761	1364	10270	8039	55672	28480	
Program profit				(90)		(90)	(200)	(342)	(260)	
Bar profit	299	82	227	269	76	953	369	6230	1806	
Acting Fees								1940	1380	
Other income	50					50	653	3561	1911	
	3013	1042	2748	2940	1440	11183	8861	67061	33317	
<b>Expenditure</b>										
Set	46		84	193	308	631	52	2662	934	
Props	165		251	205	137	758	349	1618	801	
Wardrobe	124		131	40		295	438	6052	2217	
Hair, Make-up							25	505	135	
Lights			156			156	346	875	860	
Sound/music								258	386	
Publicity/photo	127	60	181	57	76	501	246	4054	1271	
Rights	360	180	360			900	1357	4636	1721	
Rehearsal space								60	100	
Wandsworth Council								285	831	
Scripts/other				60	400	460		543	0	
	822	240	1163	555	921	3701	2813	21548	9256	
G64/PAT Surplus	2191	802	1585	2385	519	7482	6048	45513	24061	



# SUPPORTING CAST

We are forever grateful to the following for their support of the Putney Arts Theatre

The ADAPT Trust  
 Allan Fuller Estate Agents  
 Vanessa Andrews  
 Jane Anghelatos  
 The Ashley Foundation  
 Jane Austin  
 Ann Ball  
 The Baring Foundation  
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 Laura Harrison  
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 Alison Henry  
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 Ian Higham  
 Rosemary Hollis  
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 Frank Iredale  
 Nick Hern Books  
 Martin Jessop  
 Sarah Jillings  
 Ravi Kapur  
 Boris Karloff  
 Graham Kellas  
 Sarah and Perry Kitchen  
 Nicole Lockhart  
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 Penny Mitchell  
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 The National Lottery through  
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Last but not least  
 Members of PTC and PAT, Group 64  
 students & parents, and the Putney  
 Community