

SPARE TYRE THEATRE COMPANY LIMITED

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

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

STAPELY BENFOLD

Chartered Accountants
& Registered Auditors
Admirals Quarters
Portsmouth Road
Thames Ditton
Surrey KT7 OXA

Our Ref: SB/2693



~~CHARITY~~ REGISTRATION NUMBER: 1301049

SPARE TYRE THEATRE COMPANY LIMITED

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SPARE TYRE THEATRE COMPANY LIMITED

TRUSTEES' ANNUAL REPORT

31ST MARCH 2000

The board of trustees have pleasure in presenting their annual report on the affairs of the charity together with the financial statements for the year ended 31 March 2000.

Legal and administrative details

Status: The charity, registered number 273418, is a company limited by guarantee and is governed by its Memorandum and Articles of Association. The guarantee of individual members is limited to £1.00

Principal address: Interchange Studios
Hampstead Town Hall
213 Haverstock Hill
Belsize Park
London
NW3 4QP

Trustees: Carolene Hinds
Guy Holland
Angela McNicholl
Steve Moffitt (Chair)
Carolyn Naish
Sara Robinson
Sue Stapely

Anu Kumar was appointed as a trustee on 11 July 2000.

The charity's professional advisors are as follows:

Auditors:
Stapely Benfold
Admirals Quarters
Portsmouth Road
Thames Ditton
Surrey
KT7 0XA

Bankers:
Unity Trust Bank plc
4 The Square
111 Broad Street
Birmingham
B15 1AR

SPARE TYRE THEATRE COMPANY LIMITED

TRUSTEES' ANNUAL REPORT

31ST MARCH 2000

Charity objectives: The objectives of the charity are to provide drama and music training for disadvantaged groups in London, leading to performances.

Management: The charity is managed on a day to day basis by four paid staff members (as at 31 March 2000). The board of trustees meet every quarter to receive reports from staff and to formulate policy.

Activities and review

During the year 1999/2000 Spare Tyre Theatre Company Limited ran four drama and music projects, all of which resulted in performance to audiences and local tours of up to 7 venues. The first, Pink Project 99, was based at Interchange Studios and Hoxton Hall and involved young gay men and lesbians who wished to explore issues around their sexuality and families. The second, The River Project, was a co-production with the Baylis Programme at English National Opera. This was based in Tower Hamlets, Newham and Southwark and involved elders from The Isle of Dogs, Beckton and Bermondsey. The production All we needed.... was the Old Joannna! was performed in all boroughs to great acclaim. The third project was based at the London Connection, a drop in centre for young people who are homeless. The production The Dream Factory was developed over 12 weeks and played to a packed house in an electric atmosphere at The London Connection. The final project was Restless Heart, a mixed ability drama and music project involving young people with and without learning disabilities from Redbridge and Waltham Forest. For the first time this was part of a year long drama course with Open College accreditation.

The charity had net incoming resources for the year amounting to £120,890 (1999 £96,609), details of which are shown in the Statement of Financial Activities on page 5. The net increase in funds was £5,370 (1999 decrease £741). In addition, the charity incurred capital expenditure on computer equipment amounting to £6,170.

Year 2000 Compliance

As is well known, many computer and digital storage systems express dates using only the last two digits of the year and will thus require modification or replacement to accommodate the Year 2000 and beyond in order to avoid malfunctions and widespread commercial disruption. This is a complex and pervasive issue. The operation of our business depends not only on our computer systems, but also to some degree on those of our suppliers and customers. This could expose us to further risk in the event that there is a failure by other parties to remedy their own Year 2000 issues.

The company is well advanced in the phase of assessing the risks to our business resulting from the date change to the Year 2000. Once this phase is completed we can assess the likely impact on our activities and develop prioritised action plans to deal with the key risks.

SPARE TYRE THEATRE COMPANY LIMITED

TRUSTEES' ANNUAL REPORT

31ST MARCH 2000

Trustees' responsibilities

Under the law applicable to charities in England and Wales, the trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the year and of its incoming resources and application of resources in the year. In preparing the statement, the trustees are required to:

select suitable accounting policies and then apply them consistently;

make judgements and estimates that are reasonable and prudent;

state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and to enable the trustees to ensure that any statement of account prepared by them complies with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustees



Trustee
18th October 2000

AUDITORS' REPORT TO THE SHAREHOLDERS OF

SPARE TYRE THEATRE COMPANY LIMITED

We have audited the financial statements on pages 5 to 11 which have been prepared on the basis of the accounting policies set out on page 7.

Respective responsibilities of trustee directors and auditors

As set out on page 4, the directors of the charitable company, who are also the trustees for the purpose of charity law are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on the financial statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes an examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the judgements made by the directors in their preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and properly disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs as at 31st March 2000 and of its outgoing resources and application of resources, including income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**Stapely Benfold
Chartered Accountants
and Registered Auditors
Admirals Quarters
Portsmouth Road
Thames Ditton
Surrey
KT7 0XA**

Date: 18th October 2000

SPARE TYRE THEATRE COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

31ST MARCH 2000

	Notes	Unrestricted funds	Restricted funds	2000	1999
		£	£	£	£
Incoming resources					
Grants	2	50,554	85,197	135,751	115,076
Less: grants deferred		9,000	10,000	19,000	20,097
		41,554	75,197	116,751	94,979
Donations	3	3,638	-	3,638	1,454
Bank interest	4	501	-	501	176
Total incoming resources		45,693	75,197	120,890	96,609
Resources expended					
Direct charitable expenditure					
Support costs		25,022	22,352	47,374	69,662
		25,022	22,352	47,373	69,662
Other expenditure					
Fundraising and publicity		6,064	62,082	68,146	16,149
Management and administration		-	-	-	11,539
Total resources expended	5	31,086	84,434	115,519	97,350
Historical cost (deficit)/surplus for the year		14,607	(9,237)	5,370	(741)
Net movement on funds		14,607	(9,237)	5,370	(741)
Funds at 1st April 1999		6,112	-	6,112	6,853
Funds at 31st March 2000		20,719	(9,237)	11,482	6,112

The surplus for the year of £5,370 is shown after deducting depreciation charged on assets owned of £2,509.

Thus the surplus before depreciation is £7,879.

The company purchased computer equipment during the year at a cost of 6,170; which from £7,879 leaves a balance of £1,709 available to purchase additional capital equipment from the funds provided to the company.

SPARE TYRE THEATRE COMPANY LIMITED

BALANCE SHEET

AS AT 31ST MARCH 2000

	Notes	£	2000 £	£	1999 £
Fixed assets					
Tangible assets	9		6,813		3,153
			<u>6,813</u>		<u>3,153</u>
Current assets					
Debtors	10	2,148		4,666	
Cash at bank and in hand		25,369		23,858	
		<u>27,517</u>		<u>28,524</u>	
Creditors: amounts falling due within one year	11	(22,849)		(25,565)	
Net current assets			4,668		2,959
Total assets less current liabilities	12		<u>11,481</u>		<u>6,112</u>
Funds					
Unrestricted funds	13		20,719		(19,613)
Restricted funds	14		(9,237)		25,725
Total funds			<u>11,482</u>		<u>6,112</u>

The majority of the retained surplus of £11,482 is represented by fixed assets with a net book value of £6,813.

The accounts were approved by the board on 18th October 2000 and signed on its behalf.

Gavin Robinson

For and on behalf of the Trustees

SPARE TYRE THEATRE COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

1 Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the charity's financial statements.

Basis of accounting

The financial statements have been prepared in accordance with applicable accounting standards and follow recommendations in Statement of Recommended Practice: Accounting by Charities.

Depreciation

Depreciation has been provided at the following rates in order to write down the cost or valuation, less estimated residual value, of all tangible fixed assets, over their expected useful lives as follows:-

Computer, musical and other equipment	33% Straight line
Office equipment	15% Reducing balance

Grants

Grants are brought into the financial statements in advance of cash being received at the point where they are irrecoverably committed to the charity. Where an element of grant relates to expenditure to be incurred after the balance sheet date an approximate amount is carried forward as deferred income.

Voluntary income and fundraising expenditure

Voluntary income represents amounts received and recorded at offices and projects during the year. Except in the case of charity shops and fundraising events such as fetes and galas, no costs of fundraising have been netted against voluntary income.

Fundraising expenditure represents the direct costs of fundraising and includes the salaries and other direct costs of fundraising staff. Publicity costs directly related to fundraising are included in the fundraising costs.

Investment income

Investment income is recognised in the accounts when it is received.

Direct Charitable Expenditure

Expenditure on charitable projects is accounted for separately for each project. The costs of running the company have been allocated to charitable activities on the basis of time spent by staff.

Taxation

No provision has been made for corporation tax or deferred tax as the charitable company is a registered charity and is therefore exempt from taxation.

SPARE TYRE THEATRE COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

2 Grants

	Unrestricted funds £	Restricted funds £	2000 £	1999 £
Adult & Community Learning Fund	-	1,400	1,400	-
Arts Council of England	-	-	-	2,339
Bridge House Estate	-	10,000	10,000	10,000
Carlton TV Trust	-	2,000	2,000	2,000
Carnegie UK Trust	-	10,000	10,000	-
Comic Relief	-	12,500	12,500	37,300
Isle of Dogs Community Foundation	-	3,000	3,000	1,500
Lloyds TSB plc	-	6,000	6,000	-
London Arts Board	23,654	9,000	32,654	24,960
London Borough of Grants Scheme	20,000	-	20,000	18,775
London Borough of Redbridge	-	6,100	6,100	5,500
London Borough of Waltham Forest	-	1,000	1,000	5,000
Mencap Challenge Fund	-	5,000	5,000	-
Mencap City Foundation	-	-	-	3,500
News International plc	-	500	500	400
Westminster City Council	-	3,000	3,000	-
Other	-	2,500	2,500	4,500
Deferred grant income brought forward	6,900	13,197	20,097	(698)
Grants received and receivable	50,554	85,197	135,751	115,076
Less: amounts deferred	(9,000)	(10,000)	(19,000)	(20,097)
Grants receivable	41,554	75,197	116,751	94,979

3 Donations and Other Income

	Unrestricted funds £	2000 £	1999 £
Donations and sundry income	1,905	1,905	160
Fees and box office takings	1,733	1,733	1,294
	3,638	3,638	1,454

4 Bank interest

	Unrestricted funds £	2000 £	1999 £
Interest received	501	501	176
	501	501	176

SPARE TYRE THEATRE COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

5 Total resources expended

	Support costs £	Other expenditure £	2000 £	1999 £
Production costs and fees	-	5,452	5,451	5,883
Wages and salaries	-	56,832	56,832	43,928
Social security costs	-	5,250	5,250	3,997
Office rent	2,640	-	2,640	1,500
Telephone, postage and photocopying	3,379	-	3,378	1,966
Stationery	985	-	985	1,789
Insurance	712	-	712	450
Travel and subsistence	4,326	-	4,326	4,883
Fees	22,352	-	22,352	20,749
Audit fee	1,175	-	1,175	1,207
Depreciation	2,509	-	2,509	941
Recruitment	761	-	761	592
Sundry expenses	1,450	-	1,450	4,374
Bank charges	7	-	7	214
Publicity	3,354	-	3,354	4,827
Subscriptions	375	-	375	-
Venue hire	3,349	-	3,349	50
Training	-	612	612	-
	47,374	68,146	115,519	97,350

Sundry expenses includes fundraising and publicity costs also management and administration costs.

6 Trustee directors and employees

Staff costs, including trustees' remuneration, were as follows:

	2000 £	1999 £
Wages and salaries	56,832	43,928
Social Security costs	5,250	3,997
	62,082	47,925
	2000 Number	1999 Number
Management and administration	4	3
	4	3

No emoluments were paid to any of the trustees during the year (1999 £ Nil).

SPARE TYRE THEATRE COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

7 Remuneration to auditors

The total paid to the auditors by the charity related to the following services:

	2000 £	1999 £
Audit	1,175	1,207
	<u>1,175</u>	<u>1,207</u>

8 Taxation

All of the charity's income is applied for charitable purposes therefore the charity is exempt from corporation tax.

9 Tangible fixed assets

	Fixtures and fittings £	Total £
Cost		
At 1st April 1999	20,320	20,320
Additions	6,170	6,170
At 31st March 2000	<u>26,490</u>	<u>26,490</u>
Depreciation		
At 1st April 1999	17,167	17,167
Charge for the year	2,509	2,509
At 31st March 2000	<u>19,676</u>	<u>19,676</u>
Net book value		
At 31st March 2000	<u>6,814</u>	<u>6,814</u>
<i>At 31st March 1999</i>	<u>3,153</u>	<u>3,153</u>

10 Debtors

	2000 £	1999 £
Trade debtors	2,148	4,490
Prepayments and accrued income	-	176
	<u>2,148</u>	<u>4,666</u>

SPARE TYRE THEATRE COMPANY LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

11	Creditors: amounts falling due within one year	2000 £	1999 £
	Trade creditors	2,276	3,095
	Other creditors	19,000	20,097
	Accruals and deferred income	-	1,120
	Other taxes and social security	1,573	1,253
		<u>22,848</u>	<u>25,565</u>

12 Analysis of net assets between funds

	Total funds £
Fund balances at 31st March 2000 as represented by:	
Tangible fixed assets	6,813
Net current assets	5,043
Total net assets	<u>11,856</u>

13 Unrestricted funds

	At 1st April 1999 £	Incoming £	Outgoing £	Transfers £	At 31st March 2000 £
General purpose fund	6,112	44,605	(30,711)	-	20,006
	<u>6,112</u>	<u>44,605</u>	<u>(30,711)</u>	<u>-</u>	<u>20,006</u>

14 Restricted funds

	Incoming £	Outgoing £	At 31st March 2000 £
Restricted funds	76,285	(84,434)	(8,149)
	<u>76,285</u>	<u>(84,434)</u>	<u>(8,149)</u>