

Company Number: 3362182
Charity Number: 1062570

Plaza Community Cinema
(A Company Limited by Guarantee)
Annual Report
&
Financial Statements
For the year ended
31 March 2018



Plaza Community Cinema Contents

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Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

The trustees, who are also Directors for the purposes of the Companies Act, present their annual report and financial statements of the charity for the year ended 31 March 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 applicable in the UK and Republic of Ireland.

The accounts 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 the Statement of recommended Practice for charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

Objectives and Activities

The objects of the charity are to:

- 1) advance the education of the public in the knowledge, understanding and appreciation of the arts, in particular the art of film.
- 2) utilise the unique potential of film as an educational medium, and
- 3) benefiting the residents of south sefton and surrounding areas by the provision of recreational and leisure time facilities in the interests of social welfare and with the object of improving their conditions of life.

In setting our objectives and planning our activities the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

Achievements and Performance

The Trustees are pleased to report that this year has seen another steady increase in admissions. A total of 157000 admissions reported this year compared with the previous year of 148000. This shows an increase of 9,000 admissions.

This year has also seen an increase in the amount of partnership work with schools and community groups, in particular, Cinebabes a mother and baby film afternoon. Merseycare also renewed their partnership with the Plaza. This year also saw increased screenings of the Banff Film Festival which came to the Plaza 3 times. This years Nostalgia night was 'Calamity Jane' and proved to be a very popular choice indeed.

This year the Plaza celebrated 20 years as a community cinema, and on 18th July we celebrated by showing our Plaza Film created by Jon Lines and Alex Cowley. Roger Philips from BBC Radio Merseyside attended the event and crystal trophies were given out as long service awards to the staff and members of the volunteer staff. Guests from the local community attended the afternoon and it was a huge success.

Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

Achievements and Performance (cont...)

The Trustees have also continued with the refurbishment program for the building. This year around £200,000 was spent on extensive works which included the restoration of the original foyer floor. The floor was damaged in the 1970's when Classic decided to triple the main auditorium into 3 screens, heavy machinery brought in through the front doors were the cause of this damage and consequently a carpet was put down on top of the Terrazzo floor. This carpet stayed in place for some 40 years. A specialist company was engaged to bring the floor back to its original glory of 1939. Outside the building also had extensive restoration, further work to reinstate the old windows that were situated behind the Quad frames was carried out and the ornate Plaza glass made by Knowsely Art Glass was fitted along with new shutters to protect the windows from vandalism. In February 2018 a company called Grade 11 was asked to remove all of the paint from the sandstone and to restore it to its original state. Total refurbishment of Screen 1 toilets was also carried out, these toilets were extensively remodelled with an art deco theme in keeping with the rest of the building. In January 2018 a state of the art fire alarm system was installed, replacing the old system brought in by Apollo in the late 80's, this new alarm system covers the whole of the building including remote rooms not covered by the old system

Jon Lines took on the role as Volunteer Co-ordinator and has done an excellent job of co-ordinating the volunteers and the volunteer rota's making sure there is always plenty of staff to cover shifts. We can now boast some 80/90 volunteers on our books covering all sorts of roles within the Plaza. This year we took on an extra cleaner to help keep the Plaza in tip top condition and have started to employ extra staff to cover the busy holiday periods, this has all proved to be very successful indeed.

The Plaza Website continues to play a vital role in the success of the Plaza along with Facebook. Both these social media platforms gives out vital information on films and educational activities. Facebook in particular is an extremely popular form of interaction with our patrons

The Plaza shop continues to raise money for the Plaza and next year should this trend continue we would like to approach the Landlord with a view to buying our shop

The Trustees ever mindful of the wonderful work done by its staff and volunteers would like to thank everyone for their continued support, the Trustees would also like to thank the local community for its tremendous support and for the high esteem that the Plaza is held in our local area.

Arts & Education Programme

The Plaza's Arts and Education is led by Christine Physick, arts director. Her role is to develop and manage film based creative and educational projects to meet the needs of the local community and to develop new audiences for the cinema.

Additional support is provided by volunteers and commissioned creative freelancers who assist in the delivery of creative projects. The arts and education programme also benefits from the assistance of volunteer support for the Autism and Dementia Friendly Film Screenings

The Plaza is grateful to Bruntwood and staff at Burlington House, 3TC House as well as Southport Rotary Club for their continued support. The Plaza also acknowledges support from Sefton UNISON, Sefton MBC, Sefton CVS and the Alzheimer's Society for their commitment to the Plaza's arts and education programme. Additionally, the Plaza would like to thank Sir Sydney Samuelson Plaza Patron and Media Powerhouse for supporting the installation of the Induction Hearing Loop both upstairs and downstairs in screen 1.

Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

Film & Creative Media Projects

This has been a very exciting year which saw new additions to the Arts and Education offer, including the specialist Spectrum Screenings aimed at young adults on the autism spectrum, providing a social outlet and shared experience in a safe environment.

In line with the Plaza's ethos, these projects are fully inclusive and bring together youth on the autism spectrum, those with a diagnosis of ADHD, learning difficulties and other additional needs with their mainstream peers. This approach has proved highly effective at enabling young people to appreciate difference. Furthermore, training in film and new media helps inspire and enhance employment opportunities for participants.

This year also saw the development of a partnership project with Age Concern. Thanks to funding support from Sefton CVS we are able to offer a special film screening, including free refreshments for the over sixties at the reduced price of £1.00 per head. This has been very well received by older people in the community who have relished the opportunity to meet and make new friends as well as take part in discussions about the different films they have seen.

Another addition to the Plaza's calendar are the Live Shows organised externally by local resident Julie Lawson. Audiences exceeding 200 people turn up each month to be entertained by an MC with a variety of singers, dancers and comedians. Again, this has proved very popular amongst elderly residents, who enjoy to sing along, but also keep fit by getting up to dance.

During this period we have continued to offer our regular family orientated Autism Friendly screenings. These bespoke screenings supported by experienced staff, offer families a relaxing leisure time experience that most of us take for granted.

The Plaza's Dementia Friendly Film Screenings continue to attract much support from people living with Dementia, family members and friends. This initiative was set up in partnership with Sefton Council and staff at Care Homes. The film afternoons transport people back in time to trigger memories and spark conversations about shared memories.

Arts and Education also hosted the Plaza's fifth International Women's Day celebration in partnership with Sefton UNISON. To mark the centenary of women aged over 30 achieving the vote we presented a small exhibition of archive material, a special screening of the film Suffragette plus poetry and prose readings from leading women in the Women's Suffrage movement. The event was attended by 330 people of both genders.

Two major film and creative media projects for disadvantaged youth aged 13 - 19 years were also delivered. In line with the Plaza's ethos, the projects bring together young people with additional needs, and those being educated in alternative provision with their mainstream peers. Our intention is to foster an appreciation of difference and reduce tensions that can give rise to Hate Crime.

The first, 'Changing Perspectives' a project themed on gender stereotypes funded by the Ironmongers Company took place during April. The young people worked with a range of freelance creatives to produce two short films highlighting the pressures experienced by each gender. A public screening followed by a Q/A with a full house in screen 3 took place in June

Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

Our second major project, 'The Dark Shadow' funded by Children in Need, spanned the months of August to October and brought together 30 young people, a mixed cohort of varying abilities and additional needs. Together they produced an in depth narrative exploring the consequences of bullying in the home, at school and in the workplace. The film was premiered to an audience of 92 people who stayed to take part in a Q/A with the young cast and crew.

The highlight of the year was the IMIS/Lady Doris and Sir Sydney Samuelson Award presented to Christine Physick for making film and cinema accessible to people with disabilities. Jan Dunn Chair of the Trustees and Christine Physick Arts Director attended the event hosted by the International Moving Image Society at the Regents Cinema in London

The Trustees look forward to another very successful year for the Plaza.

Financial Review

The operational surplus on the general fund during the year was £553,435 (2017: £416,031). This result further strengthens the charitable company's financial position as at the end of the year. It allows for the continued future investment in our long term future.

As at 31 March 2018 total funds of £553,435 were held in unrestricted funds with no restricted fund balances.

Our primary source of income is through ticket sales and associated extra's such as kiosk sales for food and drink consumed on site.

In order to assist the trustees to identify the free cash reserves a designated Fixed Asset Fund which should hold the value of tangible fixed assets as at each year-end.

Reserves Policy

The trustees have considered the need to maintain an appropriate level of reserves for the charity. Consideration has been given to the nature of income and expenditure streams, the need to match income with fixed commitments and the nature of reserves. The trustees have concluded that the following reserves should be maintained.

The trustees wish to have 3 months running costs, based on the last 3 years general fund expenditure in case of a immediate problem. As at 31 March 2018 the free reserves held by the charitable company was £555,635 (2017: £416,031) representing a significant improvement.

Plans for Future Periods

Further refurbishment is planned for the building in 2018/2019. The balcony floor is to undergo another total refurbishment with a floating poly safe floor in grey and red, the curtain motif will be outlined in red, plans to start the work will be in May 2018. In January 2019 the Trustees are looking to bring in an architect to design a new more efficient kiosk to keep up with the ever increasing demand. The Trustees are mindful of keeping the new planned kiosk in keeping with the existing aesthetics of the building. Outside work will continue with pointing the outside of the building and sealing with a weatherproof coating, plans are also afoot to open the opposite staircase that has been closed to the public since 1974. Work continues on the electrics on a yearly basis keeping up with current regulations and Health and Safety requirement.

Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

Reference and administrative details

Charity number: 1062570
Company number: 3362182
Registered Office: 13 Crosby Road North, Waterloo, Liverpool. L22 0LD

Our advisors

Auditors: Ashurst Accountancy Ltd, 17 Duke Street, Formby, Liverpool. L37 4AN
Bankers: Lloyds Bank Plc, 23 London Street, Southport. PR9 0UX
CAF Bank, 25 Kings Hill, West Malling, Kent. ME19 4JQ
Solicitors: Lees Partners, 52a Grange Road, West Kirby, Wirral. CH48 4EF

Directors and trustees

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

Trustees

Janet Dunn	Chair of Trustees
Colin Forshaw	
Martin Shackleton	
Valerie Elson	
Anna Corbett	
Patrick Donnelly	
Ian Turnbull	

Company Secretary Martin Shackleton

Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

Structure, Governance and Management

Governing Document

Plaza Community Cinema is a company limited by guarantee governed by its Memorandum and Articles of Association dated 28th September 2015. It is registered with the Charity Commission. Anyone over the age of 18 can become a member of the Company and there are currently 8 members (5 in 2017), each of whom agrees to contribute £10 in the event of the charity winding up.

Appointment of trustees

As set out in the Articles of Association the trustees are elected by members of the charitable company attending the Annual General Meeting. The longest service one third of trustees retires each year and is able to offer themselves for re-election.

Trustee induction and training

New trustees undergo an orientation day to brief them on: their legal obligations under charity and company law, the Charity commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction process they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation

The board of trustees, which should be at least 3 members, although there is no maximum administers the charity. The board normally meet meets quarterly/monthly.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager of the charity and any client or supplier is disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such repated party transactions were reported.

Risk Management

The trustees have a risk managment strategy which comprises:

- * an annual review of the principal risks and uncertainties that the charity faces;
- * the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- * the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

This work has identified that financial sustainability is the major financial risk for both the charity and its subsidiary. A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank and active management of trade debtors and creditors balances to ensure sufficient working capital by the charity.

Plaza Community Cinema Trustees' Annual Report For the year ended 31 March 2018

Attention has also been focused on non-financial risks arising from fire, health and safety of clients, food hygiene. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

Trustees' Responsibilities

The trustees, who are also the directors of Plaza Community Cinema for the purpose of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity 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 year. In preparing the financial statements, the trustees are required to:

- 1) select suitable accounting policies and then apply them consistently;
- 2) observe the methods and principles on the Charities SORP;
- 3) make judgements and estimates that are reasonable and prudent;
- 4) state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 5) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

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.

Statement as to disclosure to our auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- 1) there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charitable company's auditors is unaware, and
- 2) the trustees, having made enquiries of fellow directors and the charitable company's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.


The auditors, Ashurst Accountancy Ltd, will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

This report was approved by the board of trustees on 12th December 2018 and signed on their behalf.

Martin Shackleton
Company Secretary



Jan Dunn
Chair of Trustees



Independent Auditors' Report

To the members of Plaza Community Cinema

For the year ended 31 March 2018

We have audited the financial statements of Plaza Community Cinema for the year ended 31 March 2018 set out on pages 12 to 26. The financial reporting framework that has been applied in their preparation is the Financial Reporting Standard 102 (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees' who are also the directors of Plaza Community Cinema for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- 1) give a true and fair view of the state of the charitable company's affairs as at 31 March 2018, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended.
- 2) have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice; and
- 3) have been properly prepared in accordance with the requirements of the Companies Act 2006.

Independent Auditors' Report

To the members of Plaza Community Cinema

For the year ended 31 March 2018

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements. In our opinion the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts.

Matters on which we required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- 1) adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us;
- 2) the accounts are not in agreement with the accounting records and returns; or
- 3) certain disclosures of trustees' remuneration specified by law are not made; or
- 4) we have not received all the information and explanations we require for our audit; or
- 5) the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the trustees' report (which is also the directors' report for the purposes of company law) and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Kevin Guy (Senior statutory Auditor)
for and on behalf of Ashurst Accountancy Ltd
Chartered Accountants and Statutory Auditor
17 Duke Street, Formby, Liverpool. L37 4AN



12th December 2018

2.

Plaza Community Cinema
Statement of Financial Activities
(Incorporating Income & Expenditure Account)
For the year ended 31 March 2018

	Note	Unrestricted Funds £	Total 2018 £	Total 2017 £
Income and endowments from:				
Donations and legacies	2	15,310	15,310	22,880
Charitable activities	3	885,007	885,007	827,670
Other trading activities	4	147,682	147,682	148,199
Investments	5	1,603	1,603	642
Other	6	49	49	-
Total income		<u>1,049,651</u>	<u>1,049,651</u>	<u>999,391</u>
Expenditure on:				
Raising funds	7	15,705	15,705	21,345
Charitable activities	8	944,636	944,636	719,554
Total expenditure		<u>960,341</u>	<u>960,341</u>	<u>740,899</u>
Net income		89,310	89,310	258,492
Other recognised gains:				
Net movement in funds		89,310	89,310	258,492
Reconciliation of funds:				
Funds b/fwd		1,211,064	1,211,064	952,099
Funds c/fwd		<u>1,300,374</u>	<u>1,300,374</u>	<u>1,211,064</u>

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

All income and expenditure derive from continuing activities.

The notes on pages 15 to 26 form part of these financial statements

**Plaza Community Cinema
Balance Sheet
As at 31 March 2018**

Company Number: 3362182

	Note	2018 £	2017 £
Fixed Assets			
Tangible assets	12	746,939	795,034
Current Assets			
Stock	13	4,800	3,300
Debtors	14	6,993	11,070
Cash at bank and in hand	15	674,155	549,672
		685,948	564,042
Creditors: Amounts falling due within one year	16	52,382	61,444
Net Current Assets		633,566	502,598
Total Assets Less Current Liabilities		1,380,505	1,297,632
Creditors: Amounts falling due after more than one year	17	(80,131)	(86,568)
Total Net Assets		1,300,374	1,211,064
Funds of the charity			
Designated Funds		746,939	795,033
General Fund		553,435	416,031
Total Unrestricted Funds	19	1,300,374	1,211,064
Total Funds		1,300,374	1,211,064

The notes on pages 15 to 26 form part of these financial statements

**Plaza Community Cinema
Balance Sheet
As at 31 March 2018 (cont.)**

Company Number: 3362182

In approving these financial statements as directors of the company we hereby confirm the following:
For the year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- 1) The members have not required the company to obtain an audit for its accounts for the year in question in accordance with section 476.
- 2) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the board of directors on 12th December 2018.



Martin Shackleton, Trustee



Janet Dunn, Chair of Trustees

The notes on pages 15 to 26 form part of these financial statements

Plaza Community Cinema

Notes to the Accounts

For the year ended 31 March 2018

1 Accounting Policies

1a Basis of preparation

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.

Plaza Community Cinema 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.

The accounts 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 the Statement of Recommended Practice for Charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The functional currency used by Plaza Community Cinema is the £ Sterling.

1b. Preparation of the accounts on a going concern basis

At the time of approving the accounts, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. As such these accounts have been prepared under the going concern basis.

1c. Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Plaza Community Cinema

Notes to the Accounts (cont.)

For the year ended 31 March 2018

1 Accounting Policies (cont.)

1d. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Commercial Cinema
Arts & Education Activities

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1e. Funds Accounting

All income and expenditure together with gains and losses are allocated to a specific charitable fund.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Further details of designated funds together with their purpose are set out in note 19.

Plaza Community Cinema

Notes to the Accounts (cont.)

For the year ended 31 March 2018

1 Accounting Policies (cont.)

1f. Tangible fixed assets and depreciation

Tangible assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes the original purchase price, costs directly attributable to bringing the asset into its working condition for its intended use, dismantling and restoration costs and borrowing costs capitalised.

Land and buildings are stated at cost less accumulated depreciation and accumulated impairment losses.

Plant and machinery and fixtures, fitting, tools, and equipment are stated at cost less accumulated depreciation and accumulated impairment losses.

Depreciation is provided at the following annual rates in order to write each asset off over its anticipated useful economic life. A full year's depreciation charge is charged in the year of acquisition and no depreciation is charged in the year of disposal.

Freehold land	No depreciation is charged
Freehold buildings	straight line basis over 25 years
Fixtures and fittings	5-25% pa on a straight line basis
Equipment	5-20% pa on a straight line basis

Subsequent costs are included in the assets carrying amount or recognised as a separate asset, as appropriate, only when it is probable that economic benefits associated with the item will flow to the charitable company and the cost can be measured reliably.

Repairs, maintenance and minor inspection costs are expensed as incurred.

Tangible assets are derecognised on disposal or when no future economic benefits are expected. On disposal, the difference between the net disposal proceeds and the carrying amount is recognised in the Statement of Financial Activities.

1g. Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the item on the open market.

1h. Debtors

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

Plaza Community Cinema

Notes to the Accounts (cont.)

For the year ended 31 March 2018

1 Accounting Policies (cont.)

1i. Cash at bank and in hand

Cash at bank and cash 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.

1j. 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.

1k. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

1l. Pension costs

The company operates a defined contribution plan for its eligible employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payment obligations. The contributions are recognised as an expense when they are due. Amounts not paid are shown in creditors or accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

2. Donations and Legacies

	2018 £	2017 £
Grants and Donations	15,310	12,880
Legacies	-	10,000
	<u>15,310</u>	<u>22,880</u>

3. Charitable Activity Income

	2018 £	2017 £
Commercial cinema	567,609	536,066
Kiosk Income	305,790	285,324
Arts & Education	11,608	6,280
	<u>885,007</u>	<u>827,670</u>

4. Other trading activity income

	2018 £	2017 £
Advertising Income	46,133	46,067
Shop income	27,222	32,337
100 club	3,065	3,250
Other fundraising Events	71,262	66,545
	<u>147,682</u>	<u>148,199</u>

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

5. Investment Income

	2018 £	2017 £
Interest Receivable	1,603	642
	<u>1,603</u>	<u>642</u>

6. Other Income

	2018 £	2017 £
Insurance Claims	49	-
	<u>49</u>	<u>-</u>

7. Expenditure on Raising Funds

	2018 £	2017 £
Shop expenditure	13,838	19,338
100 Club expenses	1,345	1,240
Professional Fundraiser Fees	522	767
	<u>15,705</u>	<u>21,345</u>

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

8. Charitable Activities Expenditure

	Activities Undertaken Directly £	Support Costs £	Total 2018 £	Total 2017 £
Commercial Cinema	978,658	5,664	984,322	740,899
	<u>978,658</u>	<u>5,664</u>	<u>984,322</u>	<u>740,899</u>

9. Staff Costs

	2018 £	2017 £
Wages and Salaries	170,761	156,419
Social Security costs	7,402	9,946
Pension costs	447	231
	<u>178,610</u>	<u>166,596</u>

The trustees received no remuneration during the year (2017: £nil).
The trustees did not receive any expenses during the year (2017: £nil).

10. Key Management Personnel

The trustees consider that the key management personnel comprise the trustees as listed on page 7.

There was no remuneration to any members of the Key Management Personnel.

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

11. Net Income for the year

Net income is stated after charging:

	2018 £	2017 £
Depreciation	48,094	48,094
Bank interest payable	446	186
	<u>48,540</u>	<u>48,280</u>

12. Tangible Fixed Assets

	Freehold Land & Buildings £	Plant & Machinery £	Motor Vehicles £	Heritage Assets £	Total £
Cost / Valuation					
At 1 April 2017	456,915	504,586	6,500	207,344	1,175,345
At 31 March 2018	456,915	504,586	6,500	207,344	1,175,345
Depreciation					
At 1 April 2017	149,671	124,056	2,600	103,985	380,312
For the year	12,277	23,249	1,300	11,268	48,094
At 31 March 2018	161,948	147,305	3,900	115,253	428,406
Net Book Amounts					
At 31 March 2018	<u>294,967</u>	<u>357,281</u>	<u>2,600</u>	<u>92,091</u>	<u>746,939</u>
At 31 March 2017	<u>307,244</u>	<u>380,530</u>	<u>3,900</u>	<u>103,359</u>	<u>795,033</u>

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

13. Stock

	2018 £	2017 £
Stock comprises		
Stock of sale items	4,800	3,300
	<u>4,800</u>	<u>3,300</u>

14. Debtors

	2018 £	2017 £
Amounts falling due within one year		
Trade debtors	-	5,048
Other debtors	750	1,112
Prepayments and accrued income	6,243	4,910
	<u>6,993</u>	<u>11,070</u>

15. Cash at bank and in hand

	2018 £	2017 £
Cash at bank	673,475	548,992
Cash in hand	680	680
	<u>674,155</u>	<u>549,672</u>

16. Creditors: Amounts falling due within one year

	2018 £	2017 £
Bank loans	5,968	4,972
Trade creditors	17,361	9,167
Other taxes and social security	22,449	31,310
Other creditors	1,524	89
Accruals and deferred income	5,080	15,906
	<u>52,382</u>	<u>61,444</u>

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

17. Creditors: Amounts falling due after one year

	2018 £	2017 £
Other loans	80,131	86,568
	<u>80,131</u>	<u>86,568</u>

Amounts payable after more than 5 years and included above are:

Other loans	56,260	62,517
	<u>(56,260)</u>	<u>(62,517)</u>

18. Loans and Overdrafts

	2018 £	2017 £
The aggregate amount of loans was as follows:		
a) Falling due within one year or on demand		
Unsecured loans	5,968	4,972
b) Falling due after more than one year		
Unsecured loans repayable:-		
between one and two years	5,968	5,968
between two and five years	17,903	18,083
after five years	56,260	62,517
Secured loans repayable:-		
	<u>172,198</u>	<u>183,080</u>

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

19. Unrestricted Funds

	<i>Balance brought forward</i>	<i>Income</i>	<i>Expenditure</i>	<i>Balance carried forward 2017</i>
	£	£	£	£
<i>General Fund</i>	108,972	999,864	(692,805)	416,031
<i>Designated Funds</i>				
<i>Fixed Asset Fund</i>	843,127	-	(48,094)	795,033
<i>Total Funds (previous year)</i>	<u>952,099</u>	<u>999,864</u>	<u>(740,899)</u>	<u>1,211,064</u>

	Balance brought forward 2017	Income	Expenditure	Balance carried forward 2018
	£	£	£	£
General Fund	416,031	1,049,651	(912,247)	553,435
Designated Funds				
Fixed Asset Fund	795,033	-	(48,094)	746,939
Total Funds (current year)	<u>1,211,064</u>	<u>1,049,651</u>	<u>(960,341)</u>	<u>1,300,374</u>

Plaza Community Cinema
Notes to the Accounts (cont.)
For the year ended 31 March 2018

20. Comparative Statement of Financial Activities Information

In order to comply with Financial Reporting Standard 102 which requires comparative information to be provided for all amounts, this note provides the necessary disclosure for comparative purposes of the Statement of Financial Activities for the year ended 31 March 2017.

	Unrestricted Fund £	Total Funds £
Income		
Donations and legacies	22,880	22,880
Comparative activities	827,670	827,670
Other Trading Activities	148,199	148,199
Investments	642	642
Total income	999,391	999,391
Expenditure on		
Raising funds	21,345	21,345
Charitable activities	719,554	719,554
	740,899	740,899
Net income	258,492	258,492
Other Recognised gains:		
Gains on revaluation of fixed assets	62,517	62,517
Net movement in funds	321,009	321,009

Plaza Community Cinema

Summary Income and Expenditure Account

For the year ended 31 March 2018

	2018		2017	
	£	£	£	£
Income				
Donations and legacies	15,310		22,880	
Charitable activities	885,007		827,670	
Other trading activities	147,682		148,199	
Investment income	1,603		642	
Other income	49		-	
	<u>1,049,651</u>		<u>999,391</u>	
Expenditure				
Cost of raising funds	15,705		21,345	
Activity costs	447,125		389,629	
Vehicle costs	1,652		1,379	
Staff costs	178,088		165,829	
Premises costs	229,014		86,968	
Administration costs	28,741		19,179	
Professional costs	5,664		4,115	
Finance costs	6,258		4,361	
Depreciation and loss on disposal	48,094		48,094	
	<u>960,341</u>		<u>740,899</u>	
Surplus for the year	<u><u>89,310</u></u>		<u><u>258,492</u></u>	

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Plaza Community Cinema

Income & Expenditure Account Summaries

For the year ended 31 March 2018

	2018 £	2017 £
Donations and legacies		
Grants and Donations	15,310	12,880
Legacies	-	10,000
	<u>15,310</u>	<u>22,880</u>
Charitable Activity Income		
Commercial cinema	567,609	536,066
Kiosk Income	305,790	285,324
Arts & Education	11,608	6,280
	<u>885,007</u>	<u>827,670</u>
Other Trading Activities		
Advertising Income	46,133	46,067
Shop income	27,222	32,337
100 club	3,065	3,250
Other fundraising Events	71,262	66,545
	<u>147,682</u>	<u>148,199</u>
Investment Income		
Interest Receivable	1,603	642
	<u>1,603</u>	<u>642</u>

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Plaza Community Cinema

Income & Expenditure Account Summaries

For the year ended 31 March 2018

	2018	2017
Other Income		
Insurance Claims	49	-
	<u>49</u>	<u>-</u>
Costs of Raising Funds		
Rent - shop	8,400	8,400
Utilities - shop	971	686
Rates - shop	417	393
Insurance - shop	379	422
Telephone - shop	2,342	8,672
Other expenses - shop	1,329	765
100 Club expenses	1,345	1,240
	<u>15,183</u>	<u>20,578</u>
Activity Costs		
Kiosk Purchases	113,257	106,245
Film rental	270,013	251,339
Film transport	2,184	2,184
Film booking	2,860	3,120
Plaza Vouchers	5,885	4,904
Licences	5,617	5,730
Advertising & Sales Promotion	240	284
Arts & Education	12,615	5,166
Volunteer Expenses	6,771	6,720
Equipment Repairs	26,445	3,206
Equipment leasing	1,238	731
	<u>447,125</u>	<u>389,629</u>

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Plaza Community Cinema

Income & Expenditure Account Summaries

For the year ended 31 March 2018

	2018	2017
Motor Expenses		
Vehicle Insurance	1,148	1,379
Vehicle Servicing, Maintenance & Repairs	504	-
	<u>1,652</u>	<u>1,379</u>
Staff Costs		
Gross Pay	170,239	155,652
Employers NIC	7,402	9,946
Employers Pension	447	231
	<u>178,088</u>	<u>165,829</u>
Premises Costs		
Rates - cinema	1,176	994
Gas - cinema	5,376	7,929
Electricity - cinema	12,371	23,644
Repairs and renewals	202,806	46,543
Cleaning	7,285	7,858
	<u>229,014</u>	<u>86,968</u>
Administration Costs		
Insurance	17,165	12,082
Postage	-	28
Stationery & Office Supplies	2,701	1,687
Telephone	2,768	2,093
Sundry expenses	6,107	3,289
	<u>28,741</u>	<u>19,179</u>

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Plaza Community Cinema

Income & Expenditure Account Summaries

For the year ended 31 March 2018

	2018	2017
Professional Fees		
Accountancy	2,700	-
Independent Examination	-	1,500
Consultancy Fees	2,964	2,615
	<u>5,664</u>	<u>4,115</u>
Finance Costs		
Bank Charges	5,812	4,175
Loan interest	446	186
	<u>6,258</u>	<u>4,361</u>
Depreciation and gain on disposal		
Depreciation of freehold property	12,277	12,277
Depreciation of fix & fitts (long term)	23,249	23,249
Depreciation of motor vehicles	1,300	1,300
Depreciation of equipment (long term)	11,268	11,268
	<u>48,094</u>	<u>48,094</u>

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