

Company registration No

5050868

Charity No

1117029

NO SIZE FITS ALL PRODUCTIONS LIMITED
(A Company Limited by Guarantee)

Annual Report and Financial Statements

for the year ended 31 March 2012

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NO SIZE FITS ALL PRODUCTIONS LIMITED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

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NO SIZE FITS ALL PRODUCTIONS LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2012

Charity Name	No Size Fits All Productions Ltd
Charity registration No	1117029
Company registration No	5050868
Directors and Trustees	J Macpherson L Riches T B Singh E J Spooner E Collier M Sutherland
Company Secretary	E Rees
Artistic Director	J Spooner
Registered office	Unlimited Theatre West Yorkshire Playhouse Quarry Hill Leeds LS2 7UP
Independent Examiner	Kirsty Bullen ACA Russell Smith Chartered Accountants Round Foundry Media Centre Foundry Street Leeds LS11 5QP

NO SIZE FITS ALL PRODUCTIONS LIMITED

ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2012

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity for the year ended 31 March 2012 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes

The financial statements comply with the Charities Act 2006, the Companies Act 2006, the Memorandum and Articles of Association, and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) revised 2009

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 20 February 2004 and registered as a charity on 28 November 2006. The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under the Articles of Association

Recruitment of Trustees

The trustees of the charity have the authority to appoint new trustees either to fill a casual vacancy or to provide additional members. A trustee so appointed shall retain their office only until the next Annual General Meeting, but will then be eligible for re-election

Trustee induction and training

New trustees are given information on company policies and information to familiarise themselves with the company and its work. They are invited to spend time viewing productions and the working processes of the organisation

Organisation

The staff of the charity are led by a small management team, headed by the Artistic Director. They in turn report to the board of trustees on a regular basis

Risk management

Trustees review the major risks of the charity on a regular basis. Systems have been established in order to mitigate these risks and are reviewed annually

Public Benefit

The focus of activity in the year was on developing theatre performance of high quality which reflects the interests and concerns of those sections of society not well represented in mainstream culture. The company remained strongly committed to developing related educational work. During the year we engaged with groups of young people both within mainstream education and without, who have little access to the arts. Our work continued to enable the creative potential of those who participate and sought to identify and encourage those who are as yet unable to do so

NO SIZE FITS ALL PRODUCTIONS LIMITED

ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2012

Objects and activities

The purposes and aims of the charity are

- To advance education for the public benefit by the promotion of the arts, in particular but not exclusively the art of drama

The strategies employed to achieve the charity's aims and objectives are to

- Make and present theatre productions in the Yorkshire area and on tour throughout the United Kingdom and internationally
- Provide an extensive programme of educational activities, workshops, masterclasses, lectures and training for school, college and university students, artists, individuals and other organisations
- To offer opportunities for emerging and established artists to develop skills and expertise through training and practical production and creative activity
- To reach and offer access to students and individuals who might be excluded or have fewer opportunities to engage in artistic and creative opportunities through economic or other practical barriers

Financial review

During the year, the charity made an unrestricted deficit of £6,886 and held unrestricted reserves at 31 March 2012 of £7,456 (31 March 2011 £14,342)

Review of activity

The company continued to deliver its charitable aims through developing the range of artistic activities, which take place in both theatres and non-theatre venues. Creative development of the programme for 2012-15 saw the Core Artists holding residencies at a number of regional touring and producing venues, giving sharings, playtests and workshops to staff and the public. This work enabled Unlimited to clarify the artistic programme for the next three year finding cycle and to identify creative partners and co-producers.

THE ETHICS OF PROGRESS toured in the UK and internationally, following an invitation from SciFest, South Africa. In addition to performances, two of the Core Artists gave post show talks and took part in symposia with guest scientists and NASA astronauts and ran SPACE CAMP sessions. SPACE CAMP was also presented at Green Man Festival, Wales and as part of a gaming weekend at the Science Museum, London.

Awards

In 2011/12, Unlimited were delighted to have their work recognised with the following awards

- Winner National Charity Awards in Arts & Culture category
- Winner Sir Arthur Clarke Award for Achievement in Space Education and Outreach
- Winner WISE Champion Award from UKRC

The Company delivered its day-long STARTING OUT workshop in a number of venues. Members of the company also gave unpaid talks and mentoring sessions.

The Company continued to develop its digital initiative, with an emphasis on enriching the experience of interacting with Unlimited Theatre for visitors to the website, potential audiences, followers of the company and those new to our work.

Artistic Director Jon Spooner continued as a regular panel contributor and invited speaker at various conferences and for a

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Company was invited to become the resident company at the West Yorkshire Playhouse,

further consolidating the relationship between the two companies. As well as obvious savings and efficiencies, it is hoped this will lead to opportunities for closer creative collaboration.

The Company staff team consisted of the full time Artistic Director & Core Artist, two Core Artists on retainer, part time General Manager, part time Producer and freelance Bookkeeper. The Company also employed a part time Administrator until January when this post was restructured and became a full time Administrator and Assistant Producer. Throughout the year, the management and office functions continued to support the artistic work well.

The Company became part of Arts Council England's National Portfolio in April 2012. The year 2011/12 was spent developing the artistic programme and organisational capacity in order to be well placed to deliver the ambitious programme of work planned for the funding cycle April 2012 – March 2015. This meant that the level of public facing work in this transition year was lower than usual. This reduced output will not be representative of the volume of work going forward and does mask the amount of creative development and internal, organisational review and capacity building.

Reserves policy

The trustees recognise that building up an amount of reserves equivalent to 4 months operating costs is necessary and prudent, in line with the guidance issued by the Charities Commission and for the following purposes:

- To enable the continued running of the company if income falls to such a level that normal organisational activities and charitable work cannot otherwise continue
- To safeguard the charity's service commitment in the event of delays in receipt of grants or other income
- Any other purpose deemed by the trustees to be a necessary and worthwhile use of the fund to advance the charitable objects of the company

The trustees believe that the level of the reserves should be reviewed annually and be built up to the desired level in stages consistent with the charity's overall financial position and its need to maintain and develop its charitable activities. The current level of reserves is £14,740 which is below the current target. Efforts to increase the fund level will be undertaken with a view to meeting the stated policy.

Trustees

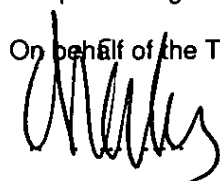
The following were trustees for the purposes of charity law and directors for the purposes of company law and served during or after the year:

E Collier
J Macpherson
L Riches
T B Singh
E J Spooner
M Sutherland

Small company provisions

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

On behalf of the Trustees



Louisa Riches

27 November 2012

Date

NO SIZE FITS ALL PRODUCTIONS LIMITED

Company registration No - 5050868

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS TO THE TRUSTEES

OF NO SIZE FITS ALL PRODUCTIONS LIMITED

I report on the accounts of the charitable company for the year ended 31 March 2012, which are set out on pages 8 to 15

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) 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 needed.

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 independent examiner's report

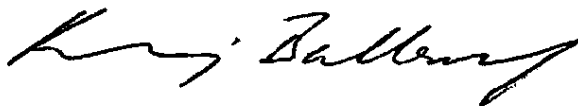
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 I do not express an audit opinion on the view given by the accounts.

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 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities
- 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



Kirsty Bullen ACA
Russell Smith Chartered Accountants
Round Foundry Media Centre
Foundry Street
Leeds
LS11 5QP

DATE 19 November 2012

NO SIZE FITS ALL PRODUCTIONS LIMITED

Company registration No - 5050868

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2012

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
INCOMING RESOURCES				
Incoming resources from generated funds:				
Voluntary income grants (Note 3)	91,433	28,389	119,822	142,770
Investment income bank interest	27	-	27	66
Incoming resources from charitable activities (Note 13)				
Other income (Note 4)	<u>22,437</u>	<u>-</u>	<u>22,437</u>	<u>38,231</u>
	113,897	28,389	142,286	181,067
RESOURCES EXPENDED				
Charitable activities (Note 5)	109,338	24,155	133,493	168,235
Governance costs (Note 6)	<u>10,739</u>	<u>-</u>	<u>10,739</u>	<u>10,813</u>
Total resources expended	<u>120,077</u>	<u>24,155</u>	<u>144,232</u>	<u>179,048</u>
NET (OUTGOING)/ INCOMING RESOURCES	(6,180)	4,234	(1,946)	2,019
Transfers between funds (Note 12)	(706)	706	-	-
Fund balance at 1 April 2011	<u>14,342</u>	<u>398</u>	<u>14,740</u>	<u>12,721</u>
Fund balance at 31 March 2012	<u>7,456</u>	<u>5,338</u>	<u>12,794</u>	<u>14,740</u>

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BALANCE SHEET AS AT 31 MARCH 2012

	<u>Notes</u>	2012 £	2011 £
FIXED ASSETS			
Tangible assets	9	4,725	4,814
		<hr/> 4,725	<hr/> 4,814
CURRENT ASSETS			
Stock		1,220	2,500
Debtors	10	6,331	8,851
Cash at bank and in hand		6,791	4,611
		<hr/> 14,342	<hr/> 15,962
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	11	6,273	6,036
		<hr/>	<hr/>
NET CURRENT ASSETS		8,069	9,926
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		12,794	14,740
		<hr/>	<hr/>
NET ASSETS		12,794	14,740
		<hr/>	<hr/>
RESERVES			
Unrestricted funds	12	7,456	14,342
Restricted funds	12	5,338	398
		<hr/> 12,794	<hr/> 14,740
		<hr/>	<hr/>

NO SIZE FITS ALL PRODUCTIONS LIMITED

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BALANCE SHEET AS AT 31 MARCH 2012 (continued)

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Trustee



LOUISA RICHES

Date

23 November 2012

The accompanying notes form part of these financial statements

NO SIZE FITS ALL PRODUCTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice Accounting and Reporting by Charities 2005

Income

Charitable income shown in the statement of financial activities represents amounts invoiced during the year, exclusive of Value Added Tax.

Grant income and bank interest is included when receivable.

Expenditure is recognised on an accruals basis as a liability is incurred.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the economic life of that asset as follows

Equipment	25% on reducing balance
Office fixtures and fittings	25% on reducing balance
Computer Equipment	25% on reducing balance

Stocks

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

Unrestricted and restricted funds

Unrestricted funds are donations, grants and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of support costs if appropriate.

THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE
1905-1906

THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE

1905-1906

Vol. XXXV

Part I

THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE

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1906

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NO SIZE FITS ALL PRODUCTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (continued)

2. OPERATING SURPLUS

Operating surplus/ deficit is stated after charging

	2012 £	2011 £
Depreciation of owned fixed assets	1,575	1,605

3. GRANT INCOME

	2012 £	2011 £
Arts Council England - Core Funding	87,933	94,450
Arts Council England - M2M Development	-	500
Arts Council England - M2M Tour	-	10,000
Arts Council England - M2M Education	-	10,000
Arts Council England - Grants for the Arts	11,889	-
Leeds City Council	3,500	3,500
Equitable Trust	-	14,320
Ernest Cook Trust	-	8,500
Artimelt Bursary	-	1,500
move	16,500	-
	119,822	142,770

Included in grant income for the year ended 31 March 2012 was £28,389 of restricted income (2011 £44,820 of restricted income)

4. OTHER INCOME

	Unrestricted income funds and total 2012 £	Total 2011 £
Venue fees	22,328	37,397
Other	109	834
	22,437	38,231

5. EXPENDITURE: CHARITABLE ACTIVITIES

	Restricted 2012 £	Unrestricted 2012 £	Total 2012 £	Total 2011 £
Project and production costs	24,155	9,442	33,597	83,638
Support costs	-	98,321	98,321	82,992
Depreciation	-	1,575	1,575	1,605
	24,155	109,338	133,493	168,235

NO SIZE FITS ALL PRODUCTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (continued)

6. GOVERNANCE COSTS

	Unrestricted income funds and total 2012 £	Total 2011 £
Professional fees	1,600	1,675
Board meeting costs	752	1,006
Staff costs	8,387	8,132
	<hr/>	<hr/>
	10,739	10,813
	<hr/>	<hr/>

7. STAFF COSTS

	2012 £	2011 £
Salaries and wages	63,136	55,576
Social security costs	5,868	5,133
	<hr/>	<hr/>
	69,004	60,709
	<hr/>	<hr/>

No employee received emoluments of more than £60,000.

During the year £239 (2011. £199) was reimbursed to trustees for travel expenses to attend board meetings.

The average number of employees during the year, based on full-time equivalents was as follows:

	2012	2011
Chief Executive/Artistic Director	1	1
Administration and support	2	2
	<hr/>	<hr/>
	3	3
	<hr/>	<hr/>

NO SIZE FITS ALL PRODUCTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

8. TAXATION

Analysis of the tax charge

No liability to UK corporation tax arose on ordinary activities for the year ended 31 March 2012 nor for the year ended 31 March 2011.

9. TANGIBLE FIXED ASSETS

	Equipment £
At 1 April 2011	18,061
Additions	1,486
	<hr/>
At 31 March 2012	19,547
<u>Depreciation</u>	
At 1 April 2011	13,247
Charge for the year	1,575
Disposals	-
	<hr/>
At 31 March 2012	14,822
<u>Net book value</u>	
At 31 March 2012	4,725
	<hr/>
At 31 March 2011	4,814
	<hr/>

All tangible assets are used for charitable purposes.

NO SIZE FITS ALL PRODUCTIONS LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012 (continued)

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012 £	2011 £
Trade debtors	5,840	6,202
Accrued income	-	2,000
Prepayments	318	649
Other debtors	173	-
	<hr/>	<hr/>
	6,331	8,851
	<hr/>	<hr/>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012 £	2011 £
Trade creditors	1,594	1,211
Other creditors	276	597
Social Security & other taxes	1,742	2,607
Accrued expenses	1,550	1,621
Deferred grant income (restricted)	1,111	-
	<hr/>	<hr/>
	6,273	6,036
	<hr/>	<hr/>

12. MOVEMENT IN FUNDS

	Opening balance	Incoming resources	Outgoing resources	Transfers	Closing balance
	£	£	£	£	£
Unrestricted funds	<hr/> 14,342	<hr/> 113,897	<hr/> (120,077)	<hr/> (706)	<hr/> 7,456
Restricted funds					
Artimelt bursary	1,104	-	(1,104)	-	-
M2M Development	(706)	-	-	706	-
iMove restricted funds	-	16,500	(11,162)	-	5,338
ACE restricted funds	-	11,889	(11,889)	-	-
	<hr/> 398	<hr/> 28,389	<hr/> (24,155)	<hr/> 706	<hr/> 5,338

13. Incoming resources from charitable activities

Incoming resources from charitable activities have been generated from venue fees and box office takings