# **COMPANY REGISTRATION NUMBER 0510482**

# TAVISTOCK REPERTORY GUARANTORS LIMITED COMPANY LIMITED BY GUARANTEE FINANCIAL STATEMENTS 31 JULY 2010

**Charity Number 219947** 

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# **FINANCIAL STATEMENTS**

# YEAR ENDED 31 JULY 2010

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# **DIRECTORS ANNUAL REPORT**

## YEAR ENDED 31 JULY 2010

The directors have pleasure in presenting their report and the financial statements of the charity for the year ended 31 July 2010

# REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name

**Tavistock Repertory Guarantors Limited** 

Charity registration number

219947

Company registration number

0510482

Registered office

1st Floor, Pellipar House

9 Cloak Lane London EC4R 2RU

THE DIRECTORS

The directors who served the charity during the period were as follows

Mrs P Tuerk
Mr M South
Ms S Burbidge
Mr D Holyoake
Mr N Insley
Mr J Kelly
Mr S Ley
Mr J Spall
Mr L Tuerk
Mrs D Irvine

Secretary

TMF Corporate Administration Services Limited

**Auditor** 

Maunce J Bushell & Co Chartered Accountants & Statutory Auditor Curzon House, 64 Clifton Street,

London EC2A 4HB

## **DIRECTORS ANNUAL REPORT** (continued)

## YEAR ENDED 31 JULY 2010

#### **BACKGROUND**

Tavistock Repertory Guarantors Limited was incorporated as a company limited by guarantee on 25th July 1952 and has as its principal object

- to promote, maintain, improve and advance education, particularly by the support of the work of the unincorporated body known as the Tavistock Repertory Company (TRC) in the production of educational plays, operas and other stage presentations and the encouragement of the arts, including the arts of drama, mime, dance, singing and music, to formulate, prepare and establish schemes therefor provided that all objects of the Company shall be of a charitable nature

In shaping our objectives for the year and planning our activities, the directors have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging

During the year the total amount of £729 80 was paid to Laurence Tuerk and the total amount of £83 52 was paid to Dinah Irvine by the way of reimbursement of expenses incurred personally on behalf of the company. No other payments were made to any of the directors or persons connected to them

The company is limited by guarantee and does not have a share capital. There are 48 members of the company, each of whom has undertaken to contribute up to £25 in the event of the liquidation of the company.

#### DIRECTORS ANNUAL REPORT (continued)

#### **YEAR ENDED 31 JULY 2010**

# PRINCIPAL ACTIVITIES AND REVIEW OF THE BUSINESS

The principal activity of the company during the year was the administration and maintenance of office, rehearsal and storage space and the employment of an administrator to support the activities of the Tavistock Repertory Company (TRC)

As the company is currently unable to provide theatre premises for TRC, the trustees elected to make a grant of £20,000 towards the ad-hoc rental of theatres so that TRC can continue to mount productions

The activities of the company have been funded by charges to TRC for the provision of staff, rehearsal space and storage facilities, and donations made by supporters and by fundraising events

The company receives no revenue grants

All the activities of the company are carried on by volunteers with the exception of a paid administrator, employed to undertake office administration

As reported in 2002/3, the directors have identified a major future risk to the company in that following the termination of the leases on the Tower Theatre and premises within Canonbury Tower on 24 March 2003 the company does not currently hold any interest in premises capable of supporting the activities of the Tavistock Repertory Company (London)

Steps taken to mitigate this risk were

-pursuit of legal proceedings against the company's former solicitors Messrs Gregory Rowcliffe Milners in respect of a claim in negligence connected with the non-renewal of those leases

During the year 2006/2007, after considerable negotiation, the directors were able to secure an out-of-court settlement of these proceedings. The agreed sum was £2M, with each party paying their own legal costs and expenses. The net payment to TRGL amounted to £1,691,883.

-a search for alternative premises from which the Tavistock Repertory Company (London) will be able to carry on its activities

During the year 2008/09, a site has been acquired which is suitable for permanent premises, a building has been designed and planning permission applied for to construct it. Planning permission was granted in 2009/10, and the first stage of site development was started to meet the planning condition that a full archaeological excavation and survey of the site be carried out.

The acquisition of the site was funded by a major donation to the Company, equal in value to the cost of the site. The donation is conditional on TRGL starting a building project to construct a theatre on the site by the end of 2011. Should TRGL not be able to proceed by this date, the site has to be sold, and the net proceeds of the sale returned to the donor

The value of the site has therefore been accounted for as an asset at cost, but this has been classed as restricted funds and a contingent liability

At present, the company holds a significant cash reserve which is being used towards the cost of the new building. This is invested in bank treasury deposits

## **DIRECTORS ANNUAL REPORT** (continued)

#### **YEAR ENDED 31 JULY 2010**

A fundraising campaign was launched in June 2009 to raise the remaining funds needed for the project to go ahead. Donations given or pledged to this are also regarded as a contingent liability, as they will need to be returned to the donors should the project not proceed These funds are therefore also classed as restricted.

The directors consider the results achieved and the state of affairs during the year which is the subject of this report to be satisfactory

#### **RESULTS**

The results for the year are shown in the profit and loss account on page 8

A transfer of £54,671 was made to restricted funds A transfer of -£51,794 was made from unrestricted funds

#### **FIXED ASSETS**

The value of the site acquired at 4-5 New Inn Broadway has been recorded at cost. During the year the existing semi-derelict building on the site, which was assessed as having negligible value, was demolished.

#### **EVENTS SINCE THE BALANCE SHEET DATE**

The work to excavate the site was was in progress at the end of the financial year. At that date, about half the cost has been incurred and is included in the accounts for 2009/10. A residual sum of about £80,000 will be expended in 2010/11. There have been no other events since the balance sheet date which materially affect the assets of the company.

## **RESPONSIBILITIES OF THE DIRECTORS**

The directors (who are also the directors of Tavistock Repertory Guarantors Limited for the purposes of company law) are responsible for preparing the Directors Annual 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 directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors are required to

select suitable accounting policies and then apply them consistently;

observe the methods and principles in the Charities SORP,

make judgements and estimates that are reasonable and prudent,

state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

## **DIRECTORS ANNUAL REPORT** (continued)

#### YEAR ENDED 31 JULY 2010

## RESPONSIBILITIES OF THE DIRECTORS (continued)

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

In so far as the directors are aware

there is no relevant audit information of which the charitable company's auditor is unaware, and

the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

#### **AUDITOR**

Maurice J Bushell & Co are deemed to be re-appointed under section 487(2) of the Companies Act 2006

Signed by order of the directors

For and on behalf of

IMF CORPORATE ADMINISTRATION SERVICES MITED

TMF CORPORATE ADMINISTRATION SERVICES LIMITED

**Charity Secretary** 

21 February 2011

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF TAVISTOCK REPERTORY GUARANTORS LIMITED

#### YEAR ENDED 31 JULY 2010

We have audited the financial statements of Tavistock Repertory Guarantors Limited for the year ended 31 July 2010 on pages 8 to 14, which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and on the basis of the accounting policies set out on page 10

This report is made solely to the company's members, as a body, in accordance with sections 495 and 496 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed

## RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

The responsibilities of the directors for preparing the Directors Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Responsibilities of the Directors on pages 4 to 5

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006 We also report to you whether in our opinion the information given in the Directors Annual Report is consistent with those financial statements

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of directors' remuneration specified by law are not made.

We read the Directors Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF TAVISTOCK REPERTORY GUARANTORS LIMITED (continued)

# YEAR ENDED 31 JULY 2010

## **BASIS OF AUDIT OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately 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 financial 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 charity's affairs as at 31 July 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and

the information given in the Directors Annual Report is consistent with the financial statements

STEPHEN M FOSTER (Senior

Statutory Auditor) For and on behalf of

MAURICE J BUSHELL & CO

Chartered Accountants

& Statutory Auditor

64 Clifton Street, London

15th Mar 2011

Curzon House.

EC2A 4HB

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# STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

# YEAR ENDED 31 JULY 2010

No	Unrestricted Funds	Endowment Funds £	Total Funds 2010 £	Total Funds 2009 £
INCOMING RESOURCES Incoming resources from generating funds	2	<del>-</del>	-	
	42,199	54,671	96,870	1,943,293
	52,800	_	52,800	52,800
Investment income	10,281	_	10,281	72,663
Other incoming resources	5 579		579	100
TOTAL INCOMING RESOURCES	105,859	54,671	160,530	2,068,856
RESOURCES EXPENDED Costs of generating funds Fundraising trading cost of goods sold and				
other costs	6 (78,224)	<del>-</del>	(78,224)	(213,501)
Charitable activities 7	/8 (20,000)	_	(20,000)	(20,795)
Governance costs	9 ( <u>59,429</u> )	·	(59,429)	(55,581)
TOTAL RESOURCES				
EXPENDED	(1 <u>57,653</u> )		(1 <u>57,653</u> )	(289,877)
NET INCOMING RESOURCES FOR THE YEAR/NET INCOME				
	0 (51,794)	54,671	2,877	1,778,979
Total funds brought forward	1,702,753	1,920,689	3,623,442	1,844,463
TOTAL FUNDS CARRIED FORWARD	1,650,959	1,975,360	3,626,319	3,623,442

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

# **BALANCE SHEET**

# 31 JULY 2010

		2010		2009
	Note	£	£	£
FIXED ASSETS Tangible assets	12		2,054,530	1,900,000
CURRENT ASSETS Debtors Cash at bank	13	51,998 1,578,449		33,374 1,732,092
CREDITORS: Amounts falling due within one year	14	1,630,447 (58,659)		1,765,466 (42,024)
NET CURRENT ASSETS			1,571,788	1,723,442
TOTAL ASSETS LESS CURRENT LIABILITIES	s		3,626,318	3,623,442
NET ASSETS			3,626,318	3,623,442
FUNDS				
Endowment funds Unrestricted income funds	15 16		1,975,425 1,650,893	1,920,689 1,702, <b>7</b> 53
TOTAL FUNDS			3,626,318	3,623,442

These financial statements were approved by the members of the committee on the 21 February 2011 and are signed on their behalf by

MRS P TUERK

Director

Company Registration Number: 0510482

## NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 JULY 2010

#### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

#### **Investments**

The company's cash reserves are invested in short-term bank treasury deposit accounts.

#### **Funds**

General funds represent the funds of the company that are not subject to any restrictions regarding their use and are available for application on the general purposes of the company

There are restricted funds relating to

-the value of the recently acquired site at 4-5 New Inn Broadway Should TRGL fail to redevelop the site as a theatre by the end of 2011, it has to sell the site and return the net proceeds of the sale to the donor of the funds used to acquire it.

-donations given to the Company towards the cost of redevelopment. Should the work not proceed, these donations will be returned to the donors.

## Fixed assets

All fixed assets are initially recorded at cost. No depreciation is provided for the freehold land and the assets under construction

# 2. VOLUNTARY INCOME

	Unrestricted	Endowment	<b>Total Funds</b>	Total Funds
	Funds	Funds	2010	2009
	£	£	£	£
Donations				
Donations	22,820	_	22,820	14,810
Gift aid reclaim	19,379	_	19,379	2,794
Restricted donations	_	54,671	54,671	20,689
Legacies	_	_		5,000
Grant to purchase the freehold site				1,900,000
	42,199	54,671	96,870	1,943,293

# NOTES TO THE FINANCIAL STATEMENTS

## **YEAR ENDED 31 JULY 2010**

## 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

Income is derived from payments by the Tavistock Repertory Company (London) for administrative services and for the use of meeting rooms and workshop areas, donations made by members of that company, donations made by Friends of the Tower Theatre and other supporters, fund-raising events, and interest on invested capital

	In come from TDC (I and an) for administrative	Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
	Income from TRC (London) for administrative services	52,800	52,800	52,800
4.	INVESTMENT INCOME			
		Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
	Interest income	10,281	10,281	72,663
5.	OTHER INCOMING RESOURCES			
		Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009
	P35 online filing incentive Rent receivable	75 504	75 504	100
		5 <u>79</u>	<u>579</u>	100
6.	FUNDRAISING TRADING: COST OF GOODS	SOLD AND O	THER COSTS	S
		Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
	Fundraising expenses Legal and professional fees	77,437 747	77,437 7 <b>47</b>	100,088 82,365
	Relocation	40	40	31,048
		78,224	78,224	213,501
7.	COSTS OF CHARITABLE ACTIVITIES BY FU	ND TYPE		
		Unrestricted Funds	Total Funds 2010	Total Funds 2009

20,000

**Grants to TRC** 

20,795

20,000

# NOTES TO THE FINANCIAL STATEMENTS

# YEAR ENDED 31 JULY 2010

# 8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

		Grant		
		funding	Total Funds	
		activities £	2010 £	2009 £
	Grants to TRC	20,000	20,000	20,795
9.	GOVERNANCE COSTS			
			Total Funds	
		Funds £	2010 £	2009 £
	Salaries and national insurance contributions	19,067	19,067	19,114
	Repairs Rent and services	455 37,481	455 37,481	_ 34,313
	Audit fees	1,500	1,500	1,500
	Insurance	869	869	635 19
	Utilities	<u>57</u>	<u>57</u>	
		<u>59,429</u>	<u>59,429</u>	55,581
10.	NET INCOMING RESOURCES FOR THE YEAR	ıR		
	This is stated after charging			
			2010 £	2009 £
	Auditors' remuneration:		ž.	*
	- audit of the financial statements		1,500	1,500
11.	STAFF COSTS AND EMOLUMENTS			
	Total staff costs were as follows:			
			2010 £	2009 £
	Wages and salaries		19,067	19,114
	Social security costs			
			19,067	<u>19,114</u>
	Particulars of employees: The average number of employees during the equivalents, was as follows	year, calculate	ed on the bas	is of full-time
	equivalente, was as intows		2010	2009
	Number of administrative staff		No 1	No 1
			_	<del>_</del>

No employee received remuneration of more than £60,000 during the year (2009 - Nil)

# **NOTES TO THE FINANCIAL STATEMENTS**

# YEAR ENDED 31 JULY 2010

# 12. TANGIBLE FIXED ASSETS

		Freehold Assets under land Construction £		Total £
	COST At 1 August 2009 Additions	1,900,00	0 - 1 <u>54,530</u>	1,900,000 154,530
	At 31 July 2010	1,900,00	0 154,530	2,054,530
	DEPRECIATION At 1 August 2009 and 31 July 2010	_	= =	
	NET BOOK VALUE			
	At 31 July 2010	1,900,00	0 154,530	2,054,530
	At 31 July 2009	1,900,00		1,900,000
13.	DEBTORS			
			2010 £	2009 £
	Rent due from TRC (London)		24,447	15,140
	VAT refund due		22,365	13,610
	Tax on Gift Aid donations			2,794
	Other debtors		5,186	1,830
			<u>51,998</u>	33,374
14.	CREDITORS: Amounts falling due with	in one year		
			2010	2009
			£	£
	Accruals		58,659	42,024
15.	ENDOWMENT FUNDS			
		Balance at 1 August 2009 £	Incoming resources	Balance at 31 July 2010 £
	Permanent endowments			
	General funds	1,920,689	<u>54,736</u>	1,975,425

## NOTES TO THE FINANCIAL STATEMENTS

## YEAR ENDED 31 JULY 2010

#### 16. UNRESTRICTED INCOME FUNDS

	Balance at	Outgoing	Balance at
	1 August 2009	resources	31 July 2010
	£	£	£
General Funds	1,702,753	( <u>51,860</u> )	1,650,893

#### 17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Investments £	Net current assets	Total £
Restricted Income Funds: Goodwill acquired	_	75,086	_	75,086
Endowment Funds: Permanent Endowment Fund	1,900,000	_	_	1,900,000
Unrestricted Income Funds			1,533,152	<u>1,533,152</u>
Total Funds	1,900,000	75,086	1,533,152	3,508,238

#### 18. CONTINGENCIES

The company has acquired the freehold of a site in New Inn Broadway, Shoreditch In the event that the company fails to start redevelopment the site by December 2011, it has to sell the site and return the proceeds to the organisation that donated the money to purchase it. This asset therefore represents a contingent liability, and the asset value has been entered as restricted funds

# 19. RELATED PARTY TRANSACTIONS

No director or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year

The company supports activities of Tavistock Repertory Company (London) which pays for the administration services and use of office space provided by the charity During the year the charity has received £52,800 (2009 £52,800) from the Tavistock Repertory Company (London) The amount of grants transferred to the Tavistock Repertory Company (London) during the year was £20,000 (2009 £20,795)

No other material transactions with related parties were undertaken such as are required to be disclosed under FRSSE (effective April 2008)

## 20. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. There are 48 members of the company, each of whom has undertaken to contribute up to £25 in the event of the liquidation of the company.