Registered Company Number : 510482 (England and Wales) Registered Charity Number : 219947

Report of the Trustees and Unaudited Financial Statements for the year ended 31st July 2021

TAVISTOCK REPERTORY GUARANTORS LTD

19/04/2022 COMPANIES HOUSE

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Report of the Trustees for the year ended 31st July 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2021.

Tavistock Repertory Guarantors Limited was incorporated as a company limited by guarantee on 11th August 1952.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The charity's objects are specifically restricted to the following:

- (1) To promote, maintain, improve, disseminate and advance education of the public, particularly in the production of educational plays, and other stage presentations and the encouragement of the dramatic arts and other arts, including the arts of drama, mime, dance, singing and music;
- (2) To give opportunity for persons interested in the fields of dramatic and musical theatre to participate, whether on or off stage, in theatrical productions of high quality; and to formulate prepare and establish schemes for the aforesaid objects 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.

Activities Undertaken to Further the Charity's Purposes for the Public Benefit

The main activities undertaken are as follows:

Community Theatre

This activity includes the producing and receiving of theatre shows in our 120 seat theatre and our 50 seat studio.

Skills Development

We provide opportunities for all to gain skills in producing theatre shows including: direction, stage management, set design, costume design, lighting and sound. We have a youth work-experience scheme.

Venue Operation

We provide a cultural centre for the local community as well as rehearsal and performance spaces for a wide variety of professional and community uses.

Achievement and Performance

The principal activity of the company is organising and presenting theatrical performances under the trading name of the Tower Theatre Company. The activities of

Report of the Trustees for the year ended 31st July 2021

the company have been funded by surpluses on theatrical performances, membership fees, hire of facilities and donations made by supporters.

The activities of the company were significantly disrupted having ceased many activities due to Coronavirus in mid-March 2020. This significantly reduced our income from ticket sales, bar sales and facilities hire. In response to this challenge, the company reduced all possible expenditure and took advantage of various government support schemes available including:

- · The job retention scheme
- The coronavirus leisure grant fund
- · Business rates holiday on our main premises

The company began to ramp up operations in May 2021, as allowed by government Covid restrictions, and produced a show in June – Opening Up – and a festival of writing and art inspired by Covid in July.

Facilities hire continued throughout the year, when allowed by Covid regulations.

All the activities of the company are carried on by volunteers (note 6), except for one member of staff who acts as the company's administrator.

During the year the company continued to develop the facilities at the Tower Theatre including the completion of the installation of the lift, which has made the large majority of the building, including the theatre, accessible. We have also completed work to widen the main staircase increasing the safe capacity of the theatre and replaced the roof over the front entrance lobby.

Expenditure on fixed assets during the year (before depreciation) was:

Building work	£49,075
Fixtures and fittings	£11,226
Machinery and equipment	£1,348
Computers and IT	£735
Total	£62,384

These investments were financed from existing bank deposits. The charity did not take on any loan finance to support this activity, mitigating the financial risk.

The majority of the company's funds are held in low-risk portfolio of shares, bonds and cash managed by Rathbone Investment Management Ltd.

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

Report of the Trustees for the year ended 31st July 2021

FINANCIAL REVIEW

The results for the year are shown in the statement of financial activities reported on page 9.

Net operating income, before investment movements, was -£80,199 (2020: £36,776) Net movement in funds from unrestricted funds, after net realised gains, amount to -£67,898 (2020 £36,360).

Realised and unrealised net gains and losses were £12,301 (2020: -£416).

There are fixed assets valued at £2,633,680 (2020: £2,650,449)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is controlled by its governing document - its Articles of Association - and is a company limited by guarantee, as defined by the Companies Act 2006.

The Articles of Association were updated and revised in 2015 with further minor revisions in 2019, both to comply with the Charity Commissioners' guidelines and to reflect certain changes in the operation and management of the Company.

Related Parties

Payments were made to the directors (or persons connected to them) only by way of reimbursement of expenses incurred on behalf of the company, other than a payment (agreed by the Board) to one director who received remuneration of £401.25 in the year for administrative services pending appointment of a new administrator and payment of £580 to the son of a director for bar maintenance and other services.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The extended period of closure due to Covid regulations has created unprecedented uncertainty making business planning and forecasting difficult. However, with the gradual re-opening of economy and the relaxing of Covid restrictions, the trustees believe the business, with its limited fixed costs due to its largely volunteer workforce, is strong.

The board of directors manages risk through:

- Reviewing financial performance throughout the year
- Reviewing suitability of insurance cover annually
- Requiring dual authorisation on expenditure
- Appointing a health and safety officer
- Maintaining sufficient reserves

Reserves Policy

The company aims to maintain liquid reserves in bank deposits and investments of at least £150,000.

Report of the Trustees for the year ended 31st July 2021

Legal Status of Charity

The company is limited by guarantee and does not have a share capital. At the year-end there were 299 members of the company, each of whom has undertaken to contribute up to £1 in the event of the liquidation of the company.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

0510482 (England & Wales)

Registered Charity number

219947

Registered office

16 Northwold Road London N16 7HR

Directors and Trustees

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

Ms H. Cashmore (Chairman) - Resigned 1st October 2021

Mr M. Mulgrew (Chairman from 1st October 2021)

Ms N. Stanhope – Secretary and Director - Appointed 2nd September 2020

Ms O. Belo – Appointed 1st October 2021

Mr S. Brasher

Mr L. Chambers - Resigned 20th October 2020

Ms M. Chalk - Appointed 15th October 2021

Mr D. Holyoake - Resigned 1st October 2021

Mr N. Insley

Mr A. Knapp - Resigned 2nd September 2020

Ms S. Ley – Resigned 15th October 2020

Mr S. Ley - Resigned 12th January 2021. Reappointed 1st October 2021

Ms J. Nevin – Appointed 1st October 2021

Ms A. Ormond – Appointed 28th January 2021

Mr R. Pedersen – Appointed 1st October 2021

Mr L. Tuerk - Appointed 12th January 2021

Independent Examiner

Stephen Foster (FCA)
Maurice J. Bushell & Co Limited 2rd Floor,
123 Aldersgate Street,
London,
EC1A 4JQ

Report of the Trustees for the year ended 31st July 2021

EVENTS SINCE THE BALANCE SHEET DATE

There have been no events since the balance sheet date that materially affect this position.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 27th September 2021 and signed on its behalf by:

Mr Nicholas Insley – Trustee Date: 27th September 2021

Independent Examiner's Report to the Trustees of Tavistock Repertory Guarantors Ltd.

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st July 2021

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Stephen M. Foster, FCA

Maurice J. Bushell & Co. Limited 2rd Floor.

123 Aldersgate Street,

London,

EC1A 4JQ

Date 24th Mal 7017

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31st July 2021

	Notes	Unrestricted Fund	Restricted Fund	Endowment Fund	Total Funds 2021	Total Funds 2020
		£	£	£	£	£
INCOME AND ENDOWMENTS FROM						
Donations and legacies	2	4,113			4,113	61,857
Charitable activities	3	46,890			46,890	113,297
Other trading activities	4	43,553			43,553	78,042
Investment Income	5	1,895			1,895	2,195
TOTAL		96,451	0	0	96,451	255,391
EXPENDITURE ON						
Charitable activities	7	139,970			139,970	165,808
Other	8	36,680			36,680	52,806
Total		176,650	0	0	176,650	218,615
Net gains/(losses) on investments		12,301			12,301	-416
NET INCOME		-67,898	0	0	-67,898	36,360
RECONCILIATION OF FUNDS						
Total funds brought forward		2,959,867			2,959,867	2,923,507
TOTAL FUNDS CARRIED FORWARD		2,891,969	0	0	2,891,969	2,959,867

CONTINUING OPERATIONS

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

Balance Sheet At 31st July 2021

FIXED ASSETS Investments 171,411 158,621 Tangible assets 13 2,633,680 2,650,449 2,805,091 2,809,071 CURRENT ASSETS Debtors and prepayments 15 14,408 17,256 Cash at bank 75,519 135,115 Replication 89,927 152,371 CREDITORS Amounts falling due within one year 16 -3,050 -1,575 NET CURRENT ASSETS 86,877 150,796		Notes	2021 £	2020 £
Tangible assets 13 2,633,680 2,650,449 2,805,091 2,809,071 CURRENT ASSETS Debtors and prepayments Cash at bank 15 14,408 17,256 75,519 135,115 89,927 152,371 CREDITORS Amounts falling due within one year 16 -3,050 -1,575	FIXED ASSETS			
2,805,091 2,809,071 CURRENT ASSETS Debtors and prepayments	Investments		171,411	158,621
2,805,091 2,809,071 CURRENT ASSETS	Tangible assets	13	2,633,680	2,650,449
Debtors and prepayments 15 14,408 17,256 Cash at bank 75,519 135,115 89,927 152,371 CREDITORS Amounts falling due within one year 16 -3,050 -1,575	•	_	2,805,091	2,809,071
Debtors and prepayments 15 14,408 17,256 Cash at bank 75,519 135,115 89,927 152,371 CREDITORS Amounts falling due within one year 16 -3,050 -1,575		-		
Cash at bank 75,519 135,115 89,927 152,371 CREDITORS Amounts falling due within one year 16 -3,050 -1,575	CURRENT ASSETS			
CREDITORS Amounts falling due within one year 16 -3,050 -1,575	Debtors and prepayments	15	14,408	17,256
CREDITORS Amounts falling due within one year 16 -3,050 -1,575	Cash at bank	_	75,519	135,115
Amounts falling due within one year 16 -3,050 -1,575		_	89,927	152,371
Amounts falling due within one year 16 -3,050 -1,575				
one year 16 -3,050 -1,575				
<u> </u>	-	4.0	0.050	4 575
NET CURRENT ASSETS 86 877 150 796	one year	16	-3,050	-1,5/5
	NET CUDDENT ACCETS	-	96 977	150 706
	NEI CURRENT ASSETS	-	00,077	130,790
TOTAL ASSETS LESS CURRENT LIABILITIES 2,891,969 2,959,867	TOTAL ASSETS LESS CURRENT L	IARII ITIES	2 891 969	2 959 867
	TOTAL AGGETG ELGG GORRERT E	_	2,001,000	2,000,001
NET ASSETS 2,891,969 2,959,867	NET ASSETS	-	2,891,969	2,959,867
		-	· · ·	
FUNDS	FUNDS			
Unrestricted funds 17 2,891,969 2,959,867	Unrestricted funds	17	2,891,969	2,959,867
TOTAL FUNDS 2,891,969 2,959,867	TOTAL FUNDS	_	2,891,969	2,959,867

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st July 2021.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st July 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

Balance Sheet At 31st July 2021

The financial statements were approved by the Board of Trustees on 27th September 2021 and were signed on its behalf by:

Mr Nicholas Insley - Trustee

Notes to the Financial Statements for the Year Ended 31st July 2021

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1st January 2015)' Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Income

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

Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Freehold buildings -2% on cost
Fixtures and fittings -10% on cost
Machinery and equipment -20% on cost
Computer equipment -20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Notes to the Financial Statements for the Year Ended 31st July 2021

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2 DONATIONS

During the year the company receive £4,113 in donation.

Gift Aid Donations	£2,378
Other Non-Gift Aid Donations	£1,735
Total Donations and Grants	£4.113

3 ACTIVITIES FOR GENERATING FUNDS

		2021	2020
		£	£
Income from theatre and cinema			
productions	21	10,150	50,336
Theatre Tax Credits		5,449	33,221
Business Support Grants		29,222	0
Coronavirus leisure grant fund		0	25,000
Other income		2,069	4,740
		46,890	113,297

OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Membership fees	14,964	23,454
Bar income	3,765	25,609
Job retention scheme	7,051	5,088
Theatre Trust Reopening Fund	3,994	0
Hires and sub-lets	13,780	23,892
·	43,553	78,042

Notes to the Financial Statements for the Year Ended 31st July 2021

5 INVESTMENT INCOME

	2021	2020
	Z.	L.
Deposit account interest	13	67
Dividend income	1,882	2,128_
	1,895	2,19 <u>5</u>

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

6 VOLUNTEER TIME

Apart from one administrator, the company is managed entirely by volunteers. This year, the value of time given by volunteers to manage the company is estimated at £20,000

7 COSTS OF CHARITABLE ACTIVITIES

OCCIO OI OIMINIADEE ACTIVITIES			
		2021	2020
		£	£
Direct costs of theatre productions		1,961	24,826
Staff costs	11	19,798	22,621
Insurance		3,059	2,689
Printing, stationery, postage, telephone		3,295	6,684
Rent		14,914	15,986
Rates		1,520	-3,235
Light, heat and water		2,403	3,701
Brokerage charges		1,393	1,312
Depreciation		79,153	76,878
Bank charges		901	3,290
Household		10,346	9,857
Fundraising and other expenses		1,226	1,200
		139,970	165,808

8 OTHER

	2021	2020
	£	£
Legal and professional fees	8,440	6,890
Irrecoverable VAT	10,237	16,834
Repairs and maintenance	4,761	4,634
Facilities management and marketing	6,442	8,154
Bar stock and management	3,388	14,993
Independent Examiner's fee	1,300	1,300
Loss on currency exchange	2,113	0
	36,680	52,806

Notes to the Financial Statements for the Year Ended 31st July 2021

9 NET INCOME/(EXPENDITURE)

Net resources are stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	79,153	76,878

10 TRUSTEES' REMUNERATION AND BENEFITS

Trustees' Remuneration

Payments were made to the directors (or persons connected to them) only by way of reimbursement of expenses incurred on behalf of the company, other than a payment (agreed by the Board) to one director who received remuneration of £401.25 in the year for administrative services pending appointment of a new administrator and payment of £580 to the son of a director for bar maintenance and other services. No trustees received any other benefits for the year ended 31st July 2021.

There were no trustees' remuneration or other benefits for the year ended 31st July 2020.

Trustees Expenses

There were no trustees' expenses paid for the year ended 31st July 2021, nor for the year ended 31st July 2020.

11 STAFF COSTS

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

	2021	2020
Administrative staff	1	2

No employee received emoluments in excess of £60,000.

12 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 2020

	Unrestricted Fund	Restricted Fund	Endowment Fund	Total Funds 2020
INCOME AND ENDOWMENTS				
FROM	£	£	£	£
Donations and legacies	61,857			61,857
Charitable activities	113,297			113,297
Other trading activities	78,042			78,042
Investment Income	2,195			2,195_
TOTAL	255,391	0	0	255,391

Notes to the Financial Statements for the Year Ended 31st July 2021

			Unr Fun	estricted d	Rest Fund	ricted	Endowm Fund	ent	Total Funds 2020
	EXPENDITURE ON								
	Charitable activities			165,808					165,808
	Other			52,806					52,806
	Total			218,615		0		0	218,615
	Net gains/(losses) on investme	ents		-416					-416
	NET INCOME	•		36,360		0		0	36,360
	RECONCILIATION OF FUNDS	S							
	Total funds brought forward		2	2,923,507					2,923,507
	TOTAL FUNDS CARRIED FORWARD		2	2,959,867		0		0	2,959,867
13	TANGIBLE FIXED ASSETS								
		Compu Equipm £		Land an Building £	-	Fixture and Fittings	an	d ment	Total £
	OPENING BOOK VALUE	~		~		~	~		~
	At 31st July 2020	9,	586	2,479,4	39	67,82	23 93	3,601	2,650,449
	ADDITIONS								
	Additions in year		735	49,0	75	11,22	26 1	1,348	62,384
	DEPRECIATION								
	Charge for year	-3,	278	-37,1	04	-9,55	6 -29	,214	-79,153
	NET BOOK VALUE								
	At 31st July 2021	7,	043	2,491,4	10	69,49	93 65	5,734	2,633,680

Notes to the Financial Statements for the Year Ended 31st July 2021

14 FIXED ASSET INVESTMENTS

	Investments
	£
MARKET VALUE	
As at 1st August 2020	158,621
Additions	0
Disposals	0
Revaluations	12,301
Cash movement	489_
As at 31st July 2021	171,411
NET BOOK VALUE	
At 31st July 2021	171,411
At 31st July 2020	158,621

15 DEBTORS (AMOUNTS FALLING DUE WITHIN ONE YEAR) AND PREPAYMENTS

	2021	2020
	£	£
Gift Aid repayment from HMRC	594	3,982
Pre-paid royalties	9,745	11,569
Bar Stock	1,500	1,500
VAT	0	67
Other prepayment	2,569	138_
	14,408	17,256

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

2021	2020 £
1,560	1,560
1,360	. 0
129	15
3,050	1,575
	£ 1,560 1,360 129

Notes to the Financial Statements for the Year Ended 31st July 2021

17 MOVEMENT IN FUNDS

•	Balance at 1 August 2020 £	Net movement in funds £	Balance at 1 August 2021 £
Unrestricted funds			
General fund	2,959,867	-67,898	2,891,969
TOTAL FUNDS	2,959,867		2,891,969

Net movement in funds, included in the above, are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds
Unrestricted funds General fund	96,451	-176,650	12,301	-67,898
TOTAL FUNDS	96,451	-176,650	12,301	-67,898

No funds held are subject to any restrictions regarding their use and are available for application on the general purposes of the company.

18 RELATED PARTY DISCLOSURES

The son of a director provided bar maintenance and other services to the company during the year. Otherwise no director or other person related to the charity has any personal interest in any contract or transaction entered into by the charity during the year.

19 POST BALANCE SHEET EVENTS

There have been no events since the balance sheet which materially affect the assets of the company.

20 COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. There are 299 members of the Company, each of whom has undertaken to contribute up to £1 in the event of the liquidation of the Company.

Notes to the Financial Statements for the Year Ended 31st July 2021

21 PRODUCTION DETAIL

	Love and Survival 2021	Opening Up 2021	TOTAL
Income	£	£	£
Box Office	8,224.50	1,712.50	9,937.00
Programmes and photos			320.33
Prior year refunds			-106.99_
Total Income	8,224.50	1,712.50	10,150.34
Cost of Sales	£	£	£
Set		90.07	90.07
Transport	96.00		96.00
Special publicity	80.00		80.00
Venue Rent	1,143.30		1,143.30
Box office cost	53.36		53.36
Photography & Plates	373.00		373.00
Printing	85.30		85.30
Press advertising	34.00		34.00
Total Cost of Sales	1,864.96	90.07	1,955.03
	£	£	£
Gross Profit	6,359.54	1,622.43	8,195.31
Performances	44	5	49
Tickets Sold at Tower*	1,079	195	1,274
Average Ticket Price at Tower	£5.56	£8.78	£6.05

^{*} Excludes tickets for performances at Arcola and Old Church