

REGISTERED NUMBER  
1448366  
ENGLAND AND WALES

CHARITY NUMBER 509251

**NTC TOURING THEATRE COMPANY LIMITED**

**ANNUAL REPORT AND ACCOUNTS**

**31 March 1999**



**NTC TOURING THEATRE COMPANY LIMITED**

**ANNUAL REPORT AND ACCOUNTS**

**31 MARCH 1999**

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The following pages do not form part of the statutory accounts

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**NTC TOURING THEATRE COMPANY LIMITED****COMPANY PROFILE****INCORPORATION**

The company was incorporated in England as the Northumberland Theatre Company Limited on 13<sup>th</sup> September 1979, registered number 1448366

**DIRECTORS**

S.M. Wilson	Chairman
M.D. Wilcox	Vice Chairman (resigned October 1998)
P.C. Moth	Vice Chairman (appointed October 1998)
J. Brewster	
A. Davidson	
R.R. Dodd	
A.G.A. Groome	
A. Hale	
W.E.B. Hunter	
G. Knox	
M. Parker	
J.F. Powell	
Lady C.A. Renwick	(Resigned October 1998)
L.A.B. St. Ruth	
D.F. Williams	

**SECRETARY**

A.M. Flood

**REGISTERED OFFICE**

The Playhouse  
Bondgate Without  
Alnwick  
Northumberland  
NE66 1PQ

**AUDITORS**

Nickalls and Co.  
16 Bondgate Without  
Alnwick  
Northumberland  
NE66 1PP

**PRINCIPAL BANKERS**

Lloyds Bank PLC  
24 Bondgate Within  
Alnwick  
Northumberland  
NE66 1TD

## **NTC TOURING THEATRE COMPANY LIMITED**

### **REPORT OF THE DIRECTORS**

The directors present their annual report on the affairs of the company together with the financial statements and Auditor's Report for the year ended 31<sup>st</sup> March 1999.

#### **1. REVIEW OF THE BUSINESS**

The company provides a touring theatre service principally to the communities of the Northern Arts Region.

The policy of the NTC is to provide professional touring theatre of the highest quality particularly to theatreless zones in predominantly rural areas; work which is genuinely accessible and relevant to its audience, is innovative and entertains with integrity and humour.

This year was the company's fifth and final year as a franchised drama company but Northern Arts have confirmed funding for NTC for a further three years.

The financial year ended with a healthy surplus and the company is on course within the three year business plan. Additional grants were received to research and develop new audiences and over £20,000 was received from trusts and sponsors. The partnership with sponsor Fawthorp McLanders continues to be fruitful and this year Tyne Tees Television and National Westminster Bank were also able to provide sponsorship. The largest trust donation again came from John Lewis.

Four well-received productions were staged over the year, one of which was a new play commissioned by the company, one a reworking of an existing text and the others a second production and a retour of the same play. All four productions were small scale, touring village halls and small theatres.

For these productions, NTC employed a total of 166 actor weeks in performance and rehearsal against a target of 120. 36% of these actors were local with an additional 7% originally from the region. One hundred and nineteen weeks of employment for technical and production staff were also provided against a target of fifty three weeks and 79% of these staff were locally based. NTC continues to employ three full-time and one part-time permanent members of staff.

One production opened at Elgin, North East Scotland and the other three at the company's base at Alnwick Playhouse. There were a total of one hundred and seventy eight performances against the minimum requirement of one hundred and twenty, of these 50% toured nationally due to high interest generated by national press coverage of Ann Coburn's play 'Get up and Tie your Fingers'. Thirty three new venues were visited against a target of twenty eight which was particularly pleasing.

Total audience over the year was fifteen thousand seven hundred and seventy three against a target of twelve thousand.

In 1999-2000 NTC will produce three plays including 'Are We in Here?' by Stewart Howson and 'The Flag' by Alex Ferguson. The Christmas show will be 'Pinocchio'

## NTC TOURING THEATRE COMPANY LIMITED

### REPORT OF THE DIRECTORS

#### 2. DIRECTORS

The directors in office in the year were as follows:-

J. Brewster  
 A. Davidson  
 R.R. Dodd  
 A.G.A. Groome  
 A. Hale  
 W.E.B. Hunter  
 G. Knox  
 P.C. Moth  
 M. Parker  
 J.F. Powell  
 Lady C.A. Renwick (Resigned October 1998)  
 L.A.B. St. Ruth  
 M.D. Wilcox (Resigned October 1998)  
 D.F. Williams  
 S.M. Wilson

A.G.A. Groome, A. Hale, W.E.B. Hunter and G. Knox retire by rotation and being eligible, offer themselves for re-election.

#### 3. DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss for that period. In preparing those accounts, the directors are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### 4. AUDITORS

A resolution to reappoint Nickalls & Co. as auditors will be put to the members at the Annual General Meeting.

The above report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.



Signed on behalf of the board of Directors

S. WILSON  
 CHAIRMAN

Approved by the Board:

**AUDITORS' REPORT TO THE MEMBERS OF  
NTC TOURING THEATRE COMPANY LIMITED**

We have audited the accounts on pages 5 to 10 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, under the historical cost convention and the accounting policies set out on page 7.

**RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS**

As described on page 3, the company's directors are responsible for the preparation of the accounts. It is our responsibility to form an independent opinion, based on our audit, on those accounts and to report our opinion to you.

**BASIS OF OPINION**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts and of whether the accounting policies are appropriate to the company'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 accounts 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 accounts.

**OPINION**

In our opinion the accounts give a true and fair view of the state of the company's affairs as at 31<sup>st</sup> March 1999 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



NICKALLS & CO.  
CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS  
ALNWICK  
NORTHUMBERLAND

**NTC TOURING THEATRE COMPANY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 1999**


	NOTES	1999 £	1998 £
INCOMING RESOURCES	2	<u>274,017</u>	<u>253,143</u>
RESOURCES EXPENDED			
Direct Charitable Expenditure	3	243,878	251,936
Management and Administration of the Charity	4	6,492	6,204
TOTAL RESOURCES EXPENDED		<u>250,370</u>	<u>258,140</u>
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR		23,647	(4,997)
FUND BALANCES BROUGHT FORWARD AT 1 APRIL 1998		94,364	99,361
FUND BALANCES CARRIED FORWARD AT 31 MARCH 1999		<u>118,011</u>	<u>94,364</u>

**NTC TOURING THEATRE COMPANY LIMITED**
**BALANCE SHEET AS AT 31 MARCH 1999**

	NOTES	£	1999 £	£	1998 £
<b>FIXED ASSETS</b>					
Tangible Assets	5		69,166		78,827
<b>CURRENT ASSETS</b>					
Debtors	6	22,515		22,825	
Cash at Bank and in Hand		41,522		9,870	
		<u>64,037</u>		<u>32,695</u>	
CREDITORS: Amounts falling due within one Year	7	11,119		3,526	
NET CURRENT ASSETS			<u>52,918</u>		<u>29,169</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>122,084</u>		<u>107,996</u>
PROVISION FOR LIABILITIES AND CHARGES	8	4,073			13,632
NET ASSETS			<u>118,011</u>		<u>94,364</u>
<b>CAPITAL AND RESERVES</b>					
Capital Contribution	10	92,299		92,299	
Accumulated Surplus		25,712		2,065	
		<u>118,011</u>		<u>94,364</u>	

These accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies, and with the Financial Reporting Standard for Smaller Entities.

Signed on behalf of the board of directors

  
 J. BREWSTER  
 DIRECTOR

Approved by the Board:



# NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 1999

### 1. ACCOUNTING POLICIES

The following Accounting Policies have been applied consistently in dealing with items which are considered material in relation to the Company's accounts:-

#### a) Basis of Accounting.

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

#### b) Tangible Fixed Assets

Tangible Fixed Assets are stated at cost less Accumulated Depreciation. Depreciation is provided on all tangible fixed assets in equal instalments over their estimated useful lives. The following rates have been applied:-

Motor Vehicles	20%
Freehold Property	2%
Fixtures and Fittings	20%
Plant and Equipment	20%

#### c) Cash Flow

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1, Cash Flow Statements.

#### d) Grants

Grants towards capital expenditure are released to the profit and loss account over the expected useful life of the assets to which they relate. Grants towards revenue expenditure are recognised in the profit and loss account upon receipt of the funds.

#### e) Leased Assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income as incurred.

### 2. INCOMING RESOURCES

	1999	1998
	£	£
Box Office	59,006	53,858
Charitable Trusts	14,600	4,910
Revenue Grants	152,496	159,615
Capital Grants	9,366	9,365
Other Grants and Subsidies	27,319	9,950
Sponsorship	5,000	9,500
Investment Income	929	594
Sundry Income	5,301	5,351
	<u>274,017</u>	<u>253,143</u>

**NTC TOURING THEATRE COMPANY LIMITED**

**NOTES TO THE ACCOUNTS – 31 MARCH 1999**

	1999 £	1998 £
<b>3. DIRECT CHARITABLE EXPENDITURE</b>		
Production Costs	12,752	18,753
Direct Production and Labour Costs	80,649	74,086
Royalties, Fees and Commissions	21,916	26,883
Publicity	18,075	28,785
General Touring Costs	16,494	4,288
Operational Wages and Salaries	54,147	57,456
Training Costs	2,122	3,494
Vehicle Leasing	1,725	1,823
Motor Running Expenses	3,377	4,707
Rent, Rates, Heat and Light	3,637	3,531
Telephone and Fax	1,062	1,619
Stationery and Printing	4,445	5,689
Subscriptions	416	1,054
Wardrobe Maintenance	569	771
Repairs and Maintenance	1,867	1,414
General Publicity	802	1,256
Insurance	4,460	3,943
Bank Charges	139	-
Bad Debt Written Off	-	(440)
Writers Workshop	461	-
Audience Development	557	-
Northern Electric Awards	548	-
Insurance Excess	350	-
Sundry Expenses	2,993	1,498
Depreciation	10,315	11,326
	<u>243,878</u>	<u>251,936</u>
<b>4. MANAGEMENT AND ADMINISTRATION OF THE CHARITY</b>		
Salaries and Wages	4,000	4,000
Audit Fees	1,494	1,704
Sundry Expenses	998	500
	<u>6,492</u>	<u>6,204</u>

# NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 1999

### 5. TANGIBLE FIXED ASSETS

	Freehold Property	Fixture, Fittings, Plant & Equipment	Motor Vehicle	Total
	£	£	£	£
<b>COST</b>				
At 1 April 1998	98,123	18,678	31,550	148,351
Additions	-	654	-	654
At 31 March 1999	98,123	19,332	31,550	149,005
<b>DEPRECIATION</b>				
At 1 April 1998	30,623	13,851	25,050	69,524
Charge for the Year	1,500	2,316	6,499	10,315
At 31 March 1999	32,123	16,167	31,549	79,839
<b>NET BOOK VALUE</b>				
At 31 March 1999	66,000	3,165	1	69,166
At 31 March 1998	67,500	4,827	6,500	78,827

### 6. DEBTORS

	1999 £	1998 £
Trade Debtors	7,103	588
Other Debtors	15,412	22,237
	22,515	22,825

### 7. CREDITORS: Amounts falling due within one Year

Trade Creditors	-	146
Other Creditors	11,119	3,380
	11,119	3,526

### 8. PROVISION FOR LIABILITIES AND CHARGES

Grants towards Capital Expenditure		
At 1 April 1998	13,632	22,997
Charged to the profit and loss account	(9,366)	(9,365)
Adjustment for Overprovision of Grant	(193)	-
At 31 March 1999	4,073	13,632

# NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 1999

### 9. COMPANY STATUS

The company is guaranteed by its members and each member's guarantee is limited to £1.

	1999 £	1998 £
10. CAPITAL CONTRIBUTION		
Northumberland Theatre Group	4,589	4,589
Alnwick Playhouse	87,710	87,710
	<u>92,299</u>	<u>92,299</u>

The £4,589 represents the excess of the book value of assets over the book value of liabilities taken over the Northumberland Theatre Company. The £87,710 represents grants received to assist with the purchase of Alnwick Playhouse.

### 11. GOVERNMENT'S PAIRING SCHEME

During the year £1,500 was received from the Association for Business Sponsorship of the Arts to match sponsorship received from Fawthorp McLanders. The award assisted in the production of The Old Curiosity Shop.

### 12. CONTINGENT GAIN

The company is pursuing a claim for a refund of National Insurance Contributions paid on actors' salaries, over a five year period. The rebate is anticipated to be in excess of £17,000 (excluding interest supplements). No provision has been included in these accounts in respect of such sums.

### 13. RESTATEMENT OF EXPENDITURE

To accord with the Statement of Recommended Practice – Accounting for charities – the company has reviewed and reallocated expenditure which it has incurred in its ongoing operations. In order to aid the reader of the accounts, the previous years figures have also been necessarily restated.