

REGISTERED NUMBER
1448366
ENGLAND AND WALES

CHARITY NUMBER 509251

NTC TOURING THEATRE COMPANY LIMITED

ANNUAL REPORT AND ACCOUNTS

31 MARCH 2001



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31 MARCH 2001

CONTENTS

| | | |
|-------|------|------------------------------------|
| Pages | 1 | Company Profile |
| | 2-3 | Report of the Directors |
| | 4 | Auditors Report |
| | 5 | Statement of Financial Activities. |
| | 6 | Balance Sheet |
| | 7-10 | Notes to the Accounts |

The following pages do not form part of the statutory accounts

11-13 Schedule of Income

NTC TOURING THEATRE COMPANY LIMITED

COMPANY PROFILE

INCORPORATION

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

CHARITABLE STATUS

The company is a registered charity, registration number 509251.

DIRECTORS

| | |
|-----------------|---------------|
| P.C. Moth | Chairman |
| M. Aherne | Vice-Chairman |
| J. Brewster | |
| A. Davidson | |
| A. Hale | |
| W.E.B. Hunter | |
| G. Knox | |
| M. Parker | |
| J.F. Powell | |
| L.A.B. St. Ruth | |
| D.F. Williams | |
| S. Wilson | |

MEMBERS

J. Birkett
L. Breckons
A. Coburn
A. Ferguson
V. Gibson
A. Groome
A. McLanders
J. Scrimshaw

SECRETARY

A. Flood

REGISTERED OFFICE

The Playhouse
Bondgate Without
Alnwick
Northumberland
NE66 1PQ

AUDITORS

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

PRINCIPAL BANKERS

Lloyds TSB 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 31st March 2001.

1. REVIEW OF THE BUSINESS

The Company provides a touring theatre service principally to the rural communities of the Northern Arts Region. Its policy is to provide professional touring theatre of the highest quality, producing work which is both accessible, relevant to the audience and innovative. The Company also aims to encourage new writing.

NTC Touring Theatre Company Ltd complied with the requirements laid down under the terms of their 2000/01 Funding Agreement with Northern Arts.

During the year NTC staged 4 high quality productions. Mary Barton was an adaptation of a classic text commissioned by the company which was then retoured. As You Like It was an open-air Shakespeare production staged in the grounds of Alnwick Castle, and Dawn of the Firefawn was a retour of a Christmas production originally commissioned by NTC in 1983. 50% of the company's work this year was new writing.

In 2000/01 NTC employed a total of 176 actor weeks in rehearsal and performance against a target of 180. 60% of these actors were local with an additional 27% originally from the region. The Company also provided 72 weeks of employment for technical and production support staff against a target of 92 weeks (less weeks were required due to retour, no build required for outdoor show). 95% of these were locally based. There were 3.88 full time staff – Artistic Director, Administrator, Assistant Administrator, part-time Finance Assistant (0.22) and part-time Designer/Wardrobe Mistress (0.66).

The company gave 119 performances against the target and minimum criteria of 120 (five of which had been cancelled because of poor weather or foot and mouth). 24% of these were performed in the northern region away from base against a target of 30% and 38% toured nationally (one production did not tour). Total audience attendance over the year was 9,576 against a target of 11,000 (the five cancellations would have accounted for about 700 people). 33% of annual income was raised from non-public sources (box office, sponsorship and donations) against a target of 35%.

Educational activities this year have included a workshop for Year 5 pupils at Rothbury Middle School as part of their work on 'Fairy Tales'; attendance at the Scottish Children's Theatre Festival in Edinburgh; and a developing relationship with Galloglass Theatre Company in Ireland with a view to future collaboration.

The continuing sponsorship of NTC by the House of Fawthrop McLanders was recognised in the Regional 10th Anniversary Award given by The Sponsors Club for Arts and Business. Sponsorship from FMA, Northern Rock, Masons Solicitors, Price Waterhouse Coopers, Operational Services at Northumberland County Council and The Chase Charity raised a further £15250

The Board Retreat took place in October and included a board audit and financial responsibilities. Annual staff appraisals continue assessing agreed target areas of work, training and future aims and objectives. In the recent drama review NTC has been chosen to manage the 'Virtual Ensemble' project, which offers an exciting prospect, given our commitment to training new professionals. A grant from Northern Arts has also enabled us to commission a feasibility study into the possible development of the Studio area at the Alnwick Playhouse.

The Board would like to put on record its thanks to the Company staff, whose hard work and enthusiasm have contributed to another successful year.

NTC TOURING THEATRE COMPANY LIMITED

REPORT OF THE DIRECTORS

2. DIRECTORS

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

M. Aherne
J. Brewster
A. Davidson
A. Hale
W.E.B. Hunter
G. Knox
P.C. Moth
M. Parker
J.F. Powell
L.A.B. St. Ruth
D.F. Williams
S.M. Wilson

J. Brewster, D.F. Williams and S.M. Wilson 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:-

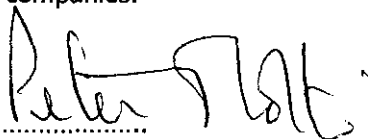
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

P.C. MOTH
CHAIRMAN

Approved by the Board: 22/11/01

**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, (effective March 2000) 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.

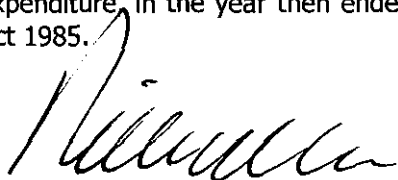
BASIS OF OPINION

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 charitable 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 charitable company's state of affairs as at 31st March 2001 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



NICKALLS & CO.
CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS
16 BONDGATE WITHOUT
ALNWICK
NORTHUMBERLAND

DATE:

22/11/01

NTC TOURING THEATRE COMPANY LIMITED
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2001

| | NOTES | Unrestricted Funds General Purposes Fund £ | Designated Fund £ | Total Funds 2001 £ | Total Funds 2000 £ |
|--|-------|--|-------------------------|-----------------------------|-----------------------------|
| INCOMING RESOURCES | 2 | 247,141 | 5,843 | 252,984 | 297,779 |
| RESOURCES EXPENDED | | | | | |
| Direct Charitable Expenditure | 3 | 255,827 | - | 255,827 | 264,272 |
| Fund Raising Costs | 4 | - | 6,578 | 6,578 | - |
| Management and Administration of the Charity | 5 | 3,617 | - | 3,617 | 4,069 |
| TOTAL RESOURCES EXPENDED | | 259,444 | 6,578 | 266,022 | 268,341 |
| NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR | | (12,303) | (735) | (13,038) | 29,438 |
| FUND BALANCES BROUGHT FORWARD AT 1 APRIL 2000 | | 107,449 | 40,000 | 147,449 | 118,011 |
| FUND BALANCES CARRIED FORWARD AT 31 MARCH 2001 | | 95,146 | 39,265 | 134,411 | 147,449 |

NTC TOURING THEATRE COMPANY LIMITED**BALANCE SHEET AS AT 31 MARCH 2001**

| | NOTES | £ | 2001 £ | £ | 2000 £ |
|--|-------|---------------|----------------|---------------|----------------|
| FIXED ASSETS | | | | | |
| Tangible Assets | 6 | | 67,076 | | 69,819 |
| CURRENT ASSETS | | | | | |
| Debtors | 7 | 22,898 | | 22,260 | |
| Cash at Bank and in Hand | | 60,885 | | 70,735 | |
| | | <u>83,783</u> | | <u>92,995</u> | |
| CREDITORS: Amounts falling due within one Year | 8 | 16,448 | | 15,365 | |
| NET CURRENT ASSETS | | | <u>67,335</u> | | <u>77,630</u> |
| NET ASSETS | | | <u>134,411</u> | | <u>147,449</u> |
| CAPITAL AND RESERVES | | | | | |
| Capital Contribution | 10 | | 92,299 | | 92,299 |
| Accumulated Funds - General Fund | | | 2,847 | | 15,150 |
| - Designated Funds | 11 | | 39,265 | | 40,000 |
| | | | <u>134,411</u> | | <u>147,449</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 (effective March 2000).

Signed on behalf of the board of directors



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P.C. MOTH
DIRECTOR

Approved by the Board: 22/11/01

NTC TOURING THEATRE COMPANY LIMITED

NOTES TO THE ACCOUNTS – 31 MARCH 2001

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:-

| | |
|-----------------------|--------------------|
| Freehold Property | 1.5% straight line |
| Fixtures and Fittings | 20% straight line |
| Plant and Equipment | 20% straight line |

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 received 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

| | Unrestricted Funds | | Total | Total |
|------------------------------------|--------------------|--------------|----------------|----------------|
| | General | Designated | Funds | Funds |
| | Purposes | | 2001 | 2000 |
| | £ | £ | £ | £ |
| Box Office | 48,923 | - | 48,923 | 50,336 |
| Charitable Trusts | 12,220 | - | 12,220 | 19,450 |
| Revenue Grants | 164,121 | - | 164,121 | 162,835 |
| Capital Grants | - | - | - | 4,073 |
| Other Grants and Donations | 2,459 | 3,350 | 5,809 | 6,200 |
| Sponsorship | 14,000 | - | 14,000 | 3,750 |
| Investment Income | - | 2,493 | 2,493 | 2,304 |
| NIC Rebate | 693 | - | 693 | 38,344 |
| Profit on Disposal of Fixed Assets | - | - | - | 4,449 |
| Sundry Income | 4,725 | - | 4,725 | 6,038 |
| | <u>247,141</u> | <u>5,843</u> | <u>252,984</u> | <u>297,779</u> |

NTC TOURING THEATRE COMPANY LIMITED
NOTES TO THE ACCOUNTS – 31 MARCH 2001

| | 2001 £ | 2000 £ |
|--|----------------|----------------|
| 3. DIRECT CHARITABLE EXPENDITURE | | |
| Production Costs | 10,257 | 7,564 |
| Direct Production and Labour Costs | 82,588 | 88,783 |
| Royalties, Fees and Commissions | 19,046 | 23,153 |
| Publicity | 13,467 | 11,606 |
| General Touring Costs | 11,375 | 7,753 |
| Other Direct Costs | 2,236 | 6,675 |
| Operational Wages and Salaries | 73,662 | 72,483 |
| Training Costs | 2,204 | 2,382 |
| Vehicle Leasing | 9,167 | 9,009 |
| Motor Running Expenses | 2,549 | 3,771 |
| Rent, Rates, Heat and Light | 2,439 | 3,013 |
| Telephone and Fax | 1,679 | 1,431 |
| Stationery and Printing | 2,502 | 3,003 |
| Subscriptions | 1,650 | 1,762 |
| Wardrobe Maintenance | 531 | 876 |
| Repairs and Maintenance | 4,481 | 3,578 |
| Upkeep of Ravensmede | 1,730 | 1,888 |
| Photocopier Hire | 1,899 | 2,800 |
| General Publicity | 2,173 | 1,919 |
| Insurance | 4,137 | 4,538 |
| Bank Charges | 29 | 31 |
| Personal Development | 973 | - |
| Insurance Excess | - | 250 |
| Sundry Expenses | 1,767 | 1,070 |
| Depreciation | 3,286 | 4,934 |
| | <u>255,827</u> | <u>264,272</u> |
| 4. FUND RAISING COSTS | | |
| Studio Restoration Project | 6,578 | - |
| | <u>6,578</u> | <u>-</u> |
| 5. MANAGEMENT AND ADMINISTRATION OF THE CHARITY | | |
| Salaries and Wages | 1,974 | 2,481 |
| Audit Fees | 1,550 | 1,500 |
| Sundry Expenses | 93 | 88 |
| | <u>3,617</u> | <u>4,069</u> |

NTC TOURING THEATRE COMPANY LIMITED
NOTES TO THE ACCOUNTS – 31 MARCH 2001
6. TANGIBLE FIXED ASSETS

| | Freehold Property £ | Fixture, Fittings, Plant & Equipment £ | Total £ |
|-----------------------|---------------------------|---|----------------|
| COST | | | |
| At 1 April 2000 | 98,123 | 24,920 | 123,043 |
| Additions | - | 543 | 543 |
| At 31 March 2001 | <u>98,123</u> | <u>25,463</u> | <u>123,586</u> |
| DEPRECIATION | | | |
| At 1 April 2000 | 33,623 | 19,601 | 53,224 |
| Charge for the Year | 1,472 | 1,814 | 3,286 |
| At 31 March 2001 | <u>35,095</u> | <u>21,415</u> | <u>56,510</u> |
| NET BOOK VALUE | | | |
| At 31 March 2001 | <u>63,028</u> | <u>4,048</u> | <u>67,076</u> |
| At 31 March 2000 | <u>64,500</u> | <u>5,319</u> | <u>69,819</u> |

All tangible fixed assets are used by the company for the furtherance of its charitable objects.

7. DEBTORS

| | 2001 £ | 2000 £ |
|---------------|---------------|---------------|
| Trade Debtors | 11,007 | 11,783 |
| Other Debtors | 11,891 | 10,477 |
| | <u>22,898</u> | <u>22,260</u> |

8. CREDITORS: Amounts falling due within one Year

| | | |
|-----------------|---------------|---------------|
| Trade Creditors | 647 | 598 |
| Other Creditors | 15,801 | 14,767 |
| | <u>16,448</u> | <u>15,365</u> |

NTC TOURING THEATRE COMPANY LIMITED
NOTES TO THE ACCOUNTS – 31 MARCH 2001
9. COMPANY STATUS

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

10. CAPITAL CONTRIBUTION

| | 2001 £ | 2000 £ |
|------------------------------|---------------|---------------|
| 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 by the Northumberland Theatre Company. The £87,710 represents grants received to assist with the purchase of Alnwick Playhouse.

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | General Fund £ | Designated Fund £ | Total £ |
|-----------------------|----------------------|-------------------------|----------------|
| Tangible Fixed Assets | 67,076 | - | 67,076 |
| Net Current Assets | 28,070 | 39,265 | 67,335 |
| | <u>95,146</u> | <u>39,265</u> | <u>134,411</u> |

The company originally designated £40,000 of its general funds to be set aside in a Refurbishment Fund. The purpose of the designation is to build up a specific reserve of cash funds for the future refurbishment and renovation of the theatre studio.

12. COMMITMENTS
Lease Commitments

At 31 March 2001, the company had annual commitments of £2,220 (2000 - £2,200) under non cancellable operating leases.