

**REGISTERED NUMBER**  
**1448366**  
**ENGLAND AND WALES**

**CHARITY NUMBER 509251**

**NTC TOURING THEATRE COMPANY LIMITED**

**ANNUAL REPORT AND ACCOUNTS**

**31 March 2000**



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**COMPANIES HOUSE**

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**11/10/00**

**NTC TOURING THEATRE COMPANY LIMITED**

**ANNUAL REPORT AND ACCOUNTS**

**31 MARCH 2000**

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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

### **CHARITABLE STATUS**

*The company is a registered charity, registration number 509251.*

### **DIRECTORS**

P.C. Moth	Chairman (appointed October 1999)
M. Aherne	Vice-Chairman (appointed October 1999)
J. Brewster	
A. Davidson	
R.R. Dodd	(resigned July 1999)
A.G.A. Groome	(resigned October 1999)
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 31<sup>st</sup> March 2000.

#### **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 produce professional touring theatre of the highest quality primarily to theatre-less communities in predominantly rural areas. It aims to provide work which is accessible, relevant to the audience and innovative.

This year was the first of the three year extended funding offered by Northern Arts and the Company has continued to present work of integrity and humour, building on its already distinctive identity. It also celebrated it's 21<sup>st</sup> Birthday Year with a special Gala Night.

During the year, the Company staged three high quality productions. Two were new plays commissioned by NTC and one a second production of a play specially reworked for the Company. The Company easily exceeded it's target of 117 performances and total audience attendance was also more than a third ahead of target. The two week work in progress for Spring 2000 had to be cancelled because of the illness of the writer. Of the Company's produced work, 75% was new writing. Two productions opened at the Company's home base in Alnwick, the third at Hexham. All were well received, with particular praise for the ambitious production of "The Flag" which scored a success at the Pride of Place Festival in Mansfield as part of the celebration of touring theatre.

In the past year the Company has provided 115 weeks of employment for technical and production staff against a target of 62 weeks. The great majority are locally based. NTC also employed a total of 180 actor weeks in rehearsal and performance, against a target of 183. 47% of these actors were local or originally from the region.

The Company undertakes a programme of educational work which includes drama workshops, work with schools and participation in a BTEC Performing Arts Course. The Company was also awarded a grant of £4,500 as part of the Year of the Artist to facilitate a puppetry project in Blyth.

The Company is funded primarily by Northern Arts and some local authorities in Northumberland. Pressure on local authority budgets has restricted that area of funding in the past year, but the Company has succeeded in increasing it's revenue from sponsorship, trusts and donations. Income from trust donations was ahead of budget by 350% during this financial year. Fawthorp McLanders renewed their sponsorship and additional support was received from Northern Electric and Gas and Price Waterhouse Coopers. The Company finished the year in a strong financial position thanks to careful control of expenditure and a windfall refund of National Insurance contributions.

NTC continues to employ 3 full-time and 2 part-time members of staff. There is a system of staff appraisal and training.

The Company now has its own web page (funded by Northern Arts)

## NTC TOURING THEATRE COMPANY LIMITED

### REPORT OF THE DIRECTORS

#### 2. DIRECTORS

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

M. Aherne	(appointed October 1999)
J. Brewster	
A. Davidson	
R.R. Dodd	(resigned July 1999)
A.G.A. Groome	(resigned October 1999)
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	

A.D. Davidson, P.C. Moth, M. Parker, J. Powell and L. St. Ruth 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: 24/4/00.

**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 31<sup>st</sup> March 2000 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: 24/7/00.

## NTC TOURING THEATRE COMPANY LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2000

	NOTES	General Fund	Designated Fund	Total Funds 2000	Total Funds 1999
		£	£	£	£
INCOMING RESOURCES	2	297,779	-	297,779	274,017
RESOURCES EXPENDED					
Direct Charitable Expenditure	3	264,272	-	264,272	243,878
Management and Administration of the Charity	4	4,069	-	4,069	6,492
TOTAL RESOURCES EXPENDED		268,341	-	268,341	250,370
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		29,438	-	29,438	23,647
TRANSFER TO THE REFURBISHMENT FUND		(40,000)	40,000	-	-
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR		(10,562)	40,000	29,438	23,467
FUND BALANCES BROUGHT FORWARD AT 1 APRIL 1999		118,011	-	118,011	94,364
FUND BALANCES CARRIED FORWARD AT 31 MARCH 2000		107,449	40,000	147,449	118,011

## NTC TOURING THEATRE COMPANY LIMITED

## BALANCE SHEET AS AT 31 MARCH 2000

	NOTES	2000 £	1999 £
FIXED ASSETS			
Tangible Assets	5	69,819	69,166
CURRENT ASSETS			
Debtors	6	22,260	22,515
Cash at Bank and in Hand		70,735	41,522
		<u>92,995</u>	<u>64,037</u>
CREDITORS: Amounts falling due within one Year	7	15,365	11,119
NET CURRENT ASSETS		<u>77,630</u>	<u>52,918</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>147,449</u>	<u>122,084</u>
PROVISION FOR LIABILITIES AND CHARGES	8	-	4,073
NET ASSETS		<u>147,449</u>	<u>118,011</u>
CAPITAL AND RESERVES			
Capital Contribution	10	92,299	92,299
Accumulated Funds - General Fund		15,150	25,712
- Designated Funds	11	40,000	-
		<u>147,449</u>	<u>118,011</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



P.C. MOTH  
DIRECTOR

Approved by the Board: 24/7/00.



**NTC TOURING THEATRE COMPANY LIMITED****NOTES TO THE ACCOUNTS – 31 MARCH 2000****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**

	2000 £	1999 £
Box Office	50,336	59,006
Charitable Trusts	19,450	14,600
Revenue Grants	162,835	152,496
Capital Grants	4,073	9,366
Other Grants and Subsidies	6,200	27,319
Sponsorship	3,750	5,000
Investment Income	2,304	929
NIC Rebate	38,344	-
Profit on Disposal of Fixed Assets	4,449	-
Sundry Income	6,038	5,301
	<u>297,779</u>	<u>274,017</u>

## NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2000

	2000 £	1999 £
3. DIRECT CHARITABLE EXPENDITURE		
Production Costs	7,564	12,752
Direct Production and Labour Costs	88,783	80,649
Royalties, Fees and Commissions	23,153	21,916
Publicity	11,606	18,075
General Touring Costs	7,753	16,494
Other Direct Costs	6,675	-
Operational Wages and Salaries	72,483	54,147
Training Costs	2,382	2,122
Vehicle Leasing	9,009	1,725
Motor Running Expenses	3,771	3,377
Rent, Rates, Heat and Light	3,013	2,706
Telephone and Fax	1,431	1,062
Stationery and Printing	3,003	4,445
Subscriptions	1,762	416
Wardrobe Maintenance	876	569
Repairs and Maintenance	3,578	1,867
Upkeep of Ravensmede	1,888	931
Photocopier Hire	2,800	-
General Publicity	1,919	802
Insurance	4,538	4,460
Bank Charges	31 X	139
Writers Workshop	-	461
Audience Development	-	557
Northern Electric Awards	-	548
Insurance Excess	250	350
Sundry Expenses	1,070	2,993
Depreciation	4,934	10,315
	<u>264,272</u>	<u>243,878</u>

## 4. MANAGEMENT AND ADMINISTRATION OF THE CHARITY

Salaries and Wages	2,481	4,000
Audit Fees	1,500	1,494
Sundry Expenses	88	998
	<u>4,069</u>	<u>6,492</u>

**NTC TOURING THEATRE COMPANY LIMITED**
**NOTES TO THE ACCOUNTS – 31 MARCH 2000**
**5. TANGIBLE FIXED ASSETS**

	Freehold Property £	Fixture, Fittings, Plant & Equipment £	Motor Vehicle £	Total £
<b>COST</b>				
At 1 April 1999	98,123	19,332	31,550	149,005
Additions		5,588		5,588
Disposals			31,550	31,550
At 31 March 2000	<u>98,123</u>	<u>24,920</u>	<u>-</u>	<u>123,043</u>
<b>DEPRECIATION</b>				
At 1 April 1999	32,123	16,167	31,549	79,839
Charge for the Year	1,500	3,434		4,934
Disposals			31,549	31,549
At 31 March 2000	<u>33,623</u>	<u>19,601</u>	<u>-</u>	<u>53,224</u>
<b>NET BOOK VALUE</b>				
At 31 March 2000	<u>64,500</u>	<u>5,319</u>	<u>-</u>	<u>69,819</u>
At 31 March 1999	<u>66,000</u>	<u>3,165</u>	<u>-</u>	<u>69,166</u>

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

**6. DEBTORS**

	2000 £	1999 £
Trade Debtors	11,783	7,103
Other Debtors	10,477	15,412
	<u>22,260</u>	<u>22,515</u>

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

Trade Creditors	598	-
Other Creditors	14,767	11,119
	<u>15,365</u>	<u>11,119</u>

**8. PROVISION FOR LIABILITIES AND CHARGES**

Grants towards Capital Expenditure		
At 1 April 1999	4,073	13,632
Charged to the profit and loss account	(4,073)	(9,366)
Adjustment for Overprovision of Grant	-	(193)
At 31 March 2000	<u>-</u>	<u>4,073</u>

**NTC TOURING THEATRE COMPANY LIMITED**
**NOTES TO THE ACCOUNTS – 31 MARCH 2000**
**9. COMPANY STATUS**

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

	2000 £	1999 £
<b>10. CAPITAL CONTRIBUTION</b>		
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. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	General Fund £	Designated Fund £	Total £
Tangible Fixed Assets	69,819	-	69,819
Net Current Assets	37,630	40,000	77,630
	<u>107,449</u>	<u>40,000</u>	<u>147,449</u>

The company has 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 2000, the company had annual commitments of £2,200 (1999 - £2,200) under non cancellable operating leases.