

**COMPANY NUMBER : 1448366**

**CHARITY NUMBER 509251**

**NTC TOURING THEATRE COMPANY LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**

**31 MARCH 2004**



**NTC TOURING THEATRE COMPANY LIMITED**

**ANNUAL REPORT AND ACCOUNTS**

**31 MARCH 2004**

**CONTENTS**

|       |      |                                    |
|-------|------|------------------------------------|
| Pages | 1    | Company Profile                    |
|       | 2-4  | Report of the Directors            |
|       | 5    | Auditors Report                    |
|       | 6    | Statement of Financial Activities. |
|       | 7    | Balance Sheet                      |
|       | 8-13 | Notes to the Accounts              |

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The following pages do not form part of the statutory accounts

|       |                               |
|-------|-------------------------------|
| 14-15 | Schedule of Income            |
| 16    | Designated Accounts Movements |

# NTC TOURING THEATRE COMPANY LIMITED

## COMPANY PROFILE

### INCORPORATION

The company is a charitable company limited by guarantee, incorporated in England as the Northumberland Theatre Company Limited on 13<sup>th</sup> September 1979, registered number 1448366  
The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under these Articles, the members are elected at the AGM to serve a period of 3 years, subject to ratification at each AGM.

### CHARITABLE STATUS

The company is a registered charity, registration number 509251.

### DIRECTORS

|               |                             |
|---------------|-----------------------------|
| P.C. Moth     | Chairman                    |
| W Batey       |                             |
| J. Brewster   | (Resigned 6 November 2003)  |
| A. Davidson   |                             |
| O. Forster    |                             |
| A. Hale       |                             |
| W.E.B. Hunter |                             |
| G. Knox       |                             |
| R. Maudslay   |                             |
| M. Parker     |                             |
| R. Todd       |                             |
| S. Wilson     |                             |
| A.C. Williams | (Appointed 6 November 2003) |

### MEMBERS

J. Birkett  
A.E. Breckons  
A. Coburn  
A. Ferguson  
V. Gibson  
A. Groome  
A. McLanders  
A. Stewart

### SECRETARY

A. Flood

### REGISTERED OFFICE

The Playhouse  
Bondgate Without  
Alnwick  
Northumberland  
NE66 1PQ

### AUDITORS

Nickalls Accountants Ltd  
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 Auditors' Report for the year ended 31<sup>st</sup> March 2004

This was the Company's Silver Anniversary Year, and the Directors begin their report by putting on record their thanks to all those Company members, past and present, who have contributed to its success over the years.

During the year the NTC Touring Theatre Company Ltd complied with the requirements laid down under the terms of the 2003/04 Funding Agreement with the Arts Council of England.

#### 1. REVIEW OF THE BUSINESS

The Company's principal business is the provision of a touring theatre service to the rural communities of the region covered by the Arts Council North East. Its policy is to provide professional touring productions of works which are accessible, relevant to the audience and innovative. In the course of this activity the Company is also committed to the encouragement of new writing and the development of educational and training opportunities.

This year the company had the exceptional opportunity to operate with an ensemble of five actors for 50 weeks, which enabled us to stage 4 full tours of high quality productions. Two productions, **The Star's look Down** (adapted by Alex Ferguson from the novel of A.J Cronin) and **Quay Moments** (by Stewart Howson) were toured separately and then in repertoire for two tours, culminating in performances at The Pride of Place Festival in Mansfield.

The Christmas show, **Alex and the Warrior** (by Ann Coburn), played in its usual format and we were able to add 13 new venues to the tour.

All four were at the small scale, touring village halls and small theatre venues. 100% of the company's work this year was new writing against a target of 25%. In addition the company held 4 developmental script workshops and a Young Writers Festival, began the first year of the InterACT programme, saw the culmination of the Studio refurbishment and the celebration of 25 years of NTC.

In 2003/2004 NTC employed a total of 250 actor weeks in rehearsal and performance against a target of 250. 53% of these actors were local and 60% were originally from the region. NTC provided 88 weeks of employment for technical and production support staff against a target of 70 weeks. 100% of these were locally based.

There were 3.88 full time staff: Artistic Director, General Manager, Tours Administrator, part-time Finance Assistant (0.22) and part-time Designer/Wardrobe Mistress (0.66). Three of the productions opened at the company's home base theatre, two in the Studio and one in the Playhouse auditorium, and the other at Kirkwhelpington Village Hall. The company gave 137 performances against a target of 130. 31% of these were performed in the northern region away from county of base against a target of 30% and 51% toured nationally.

Total audience attendance over the year was 10,304 against a target of 10,000. 26% of general purposes income was raised from non-public sources (box office, sponsorship and donations) against a target of between 30 % - 35%.

#### 2. STUDIO DEVELOPMENT

Before the end of the financial year we were awarded a further £50,000 from the Northumberland Strategic Partnership through One NorthEast for the Studio development. This has enabled us to finish off the Studio, adding additional seating, acoustic baffling to the bulkheads and partitions, new lanterns and lighting and sound rigs, a show relay system, projector, screen, TV, video and DVD players, digital camera and camcorder and a digital piano. The Studio is now complete and a valuable asset to the Company and the Alnwick Playhouse. The total cost was £421,395 and the overrun on costs was kept to less than £40,000, which is well below the average for this kind of project. The Company successfully steered its way through the cash flow problems and dead-lines generated by work on the Studio and finished the year with a small deficit from core activities as was budgeted.

## NTC TOURING THEATRE COMPANY LIMITED

### REPORT OF THE DIRECTORS

#### 3. EDUCATIONAL ACTIVITY WORKSHOPS

The ensemble was able to workshop the newly commissioned script of **Bedazzled** by Sylvia Cullen, enabling her to work on a third draft for production in 2004. **The Last Dance** by Carina Rodney was the result of Carina's year's residency with NTC. The ensemble were able to spend several days working on the text on the floor and talking through and improvising possible character developments enabling Carina to work on a further draft of the script.

#### YOUNG PLAYWRIGHTS FESTIVAL

The culmination of the years work with writer-in-residence Carina Rodney was a performance of four plays at Alnwick Playhouse. Young writers had the opportunity to experience the rehearsals for and a professional production of their work by the ensemble. Other educational activities this year have included six months work with three rural Northumbrian First School, Netherton, Harbottle and Branton, culminating in a presentation at Alnwick Playhouse.

Further school workshops were:

'Alex and the Warrior' at Charles Parsons Special School, Newcastle

'Quay Moments/Stars' at Austin Friars School, Cumbria

'Quay Moments' at Trinity College Carmarthen

#### 4. InterACT

The northern Region's Theatre Training Ensemble. The first intake of seven apprentices began in August 2003. Their placements with various companies in the region ran from September to March and master classes were arranged for April 2004. A full report covering the first year of the scheme will be available in September 2004.

#### 5. ADDITIONAL ACTIVITIES

25<sup>th</sup> Birthday Celebrations were held to coincide with the reopening of the newly refurbished studio theatre. Extracts from shows from the past 15 years were presented and many actors, friends of the company and past and current board members attended.

Sub-Committees: the Finance & Employment and Marketing & PR sub-committees continue to meet and most trustees are actively involved in at least one.

Annual Staff Appraisals are in place to assess agreed target areas of work training and future aims and objectives.

#### 6. DIRECTORS

The Directors in office during the year were as follows:

|               |   |
|---------------|---|
| P.C. Moth     | Chairman                                  |
| W. Batey      |   |
| J. Brewster   | (resigned 6 <sup>th</sup> November 2004)  |
| O. Forster    |   |
| A. Davidson   |   |
| A. Hale       |   |
| W.E.B Hunter  | —   |
| G. Knox       |   |
| R. Maudslay   |   |
| M. Parker     |   |
| R. Todd       |   |
| A.C. Williams | (appointed 6 <sup>th</sup> November 2004) |
| S. Wilson     |   |

All directors retire by rotation and being eligible, offer themselves for re-election.

# NTC TOURING THEATRE COMPANY LIMITED

## REPORT OF THE DIRECTORS

### 7. RESERVES POLICY

The Directors have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be between 3 and 6 months of the resources expended, which equates to £81,260 to £162,521 in general funds. At this level, the Directors feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. At present the free reserves, which amount to £68,014, do not reach this target level and the Directors are considering ways to raise additional unrestricted funds.

### 8. RISK REVIEW

The Directors have conducted their own reviews of the major risks to which the charity is exposed and systems have been developed to mitigate those risks. External risks to the funding have led to the development of a strategic plan coupled with relevant training to identify and pursue new grant funding and revenue raising opportunities. Internal risks are minimised by the implementation of authorisation procedures for all transactions and projects to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are regularly reviewed to ensure they still meet the needs of the charity.

### 9. 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 charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those accounts, the directors are required to:-

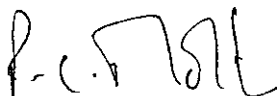
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### 10. AUDITORS

A resolution to appoint Nickalls Accountants Ltd as auditors will be put to the members at the Annual General Meeting.

The above report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and 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:

9. 11. 04

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

We have audited the accounts of NTC Touring Theatre Company Limited for the year ended 31 March 2004, which comprise the Statement of Financial Activities (including Income and Expenditure Account), Balance Sheet and the related notes. These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, (effective June 2002) under the historical cost convention and the accounting policies set out therein.

The report is made solely to the charitable company's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the Charitable Company's members those matters we are required to state to them in an auditors 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 Charitable Company and the Charitable 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**

As described in the statement of Directors' Responsibilities, the company's directors are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards. It is our responsibility to form an independent opinion, based on our audit, on those accounts and to report our opinion to you.

Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the accounts, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

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

**BASIS OF OPINION**

We conducted our audit in accordance with United Kingdom 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 March 2004 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

*Nickalls Accountants Ltd*

NICKALLS ACCOUNTANTS LTD  
CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS  
16 BONDGATE WITHOUT  
ALNWICK  
NORTHUMBERLAND

DATE:

## NTC TOURING THEATRE COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2004

|   | NOTES | Unrestricted Funds<br>General<br>Purposes<br>Fund<br>£ | Designated<br>Funds<br>£ | 2004<br>£      | 2003<br>£      |
|---|-------|--|--------------------------|----------------|----------------|
| <b>INCOMING RESOURCES</b>   |       |  |                          |                |                |
| Donations   | 2     | 11,865   | -                        | 11,865         | 11,801         |
| Activities to Further the Charities Objects   | 3     | 294,045  | 268,535                  | 562,580        | 502,025        |
| Investment Income – Interest Receivable   |       | 161  | 1,149                    | 1,310          | 1,376          |
| <b>TOTAL INCOMING RESOURCES</b>   |       | <b>306,071</b>   | <b>269,684</b>           | <b>575,755</b> | <b>515,202</b> |
| <b>RESOURCES EXPENDED</b>   |       |  |                          |                |                |
| Costs of Generating Funds   |       | -  | 588                      | 588            | 1,001          |
| Cost of Activities to Further the Charities Objects                                   |       | 297,592  | 80,293                   | 377,885        | 286,606        |
| Support Costs   |       | 19,407   | 343                      | 19,750         | 19,757         |
| Management and Administration   |       | 7,292  | 750                      | 8,042          | 4,736          |
| <b>TOTAL RESOURCES EXPENDED</b>   | 4     | <b>324,291</b>   | <b>81,974</b>            | <b>406,265</b> | <b>312,100</b> |
| <b>NET INCOMING/(OUTGOING) RESOURCES – NET INCOME/<br/>(EXPENDITURE) FOR THE YEAR</b> | 5     | <b>(18,220)</b>  | <b>187,710</b>           | <b>169,490</b> | <b>203,102</b> |
| <b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>   |       | <b>(18,220)</b>  | <b>187,710</b>           | <b>169,490</b> | <b>203,102</b> |
| <b>TOTAL FUNDS AT 1 APRIL 2003</b>  |       | <b>86,984</b>  | <b>279,196</b>           | <b>366,180</b> | <b>163,078</b> |
| <b>TOTAL FUNDS AT 31 MARCH 2004</b>   |       | <b>68,764</b>  | <b>466,906</b>           | <b>535,670</b> | <b>366,180</b> |




## NTC TOURING THEATRE COMPANY LIMITED

## BALANCE SHEET AS AT 31 MARCH 2004

|  | NOTES | 2004<br>£      | 2003<br>£      |
|--|-------|----------------|----------------|
| FIXED ASSETS                                   |       |                |                |
| Tangible Assets                                | 8     | 479,755        | 296,874        |
| CURRENT ASSETS                                 |       |                |                |
| Debtors  | 9     | 37,301         | 58,457         |
| Cash at Bank and in Hand                       |       | 83,261         | 24,170         |
|  |       | <u>120,562</u> | <u>82,627</u>  |
| CREDITORS: Amounts falling due within one Year | 10    | 59,647         | 13,321         |
| NET CURRENT ASSETS                             |       | <u>60,915</u>  | <u>69,306</u>  |
|  |       | <u>540,670</u> | <u>366,180</u> |
| CREDITORS: Amounts falling due within one Year | 11    | 5,000          | -              |
|  |       | <u>535,670</u> | <u>366,180</u> |
| CAPITAL FUNDS                                  |       |                |                |
| Unrestricted Funds - General Funds             |       | 68,764         | 86,984         |
| - Designated Funds                             |       | 466,906        | 279,196        |
|  | 13    | <u>535,670</u> | <u>366,180</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 June 2002).

Signed on behalf of the board of directors

  
 .....  
 P.C. MOTH  
 DIRECTOR

Approved by the Board:

9.11.04 -

# NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2004

### 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 (effective June 2002), the Companies Act 1985 and follow the recommendations in Accounting and Reporting by Charities Statement of Recommended Practice issued in October 2000.

#### b) Tangible Fixed Assets

Tangible Fixed Assets are stated at cost less Accumulated Depreciation. Items of equipment are capitalised where the purchase price exceeds £100. Depreciation is provided on all tangible fixed assets in equal instalments over their estimated useful lives. The following rates have been applied: -

|                       |                   |
|-----------------------|-------------------|
| Freehold Property     | Reviewed annually |
| 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 including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities upon receipt of the funds.

#### e) Other Incoming Resources

Other income is included when receivable.

#### f) 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.

#### g) Resources Expended

Resources expended are recognised in the period in which they are incurred. Resources expended include irrecoverable VAT.

#### h) Unrestricted Funds

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without a specified purpose and are available as general funds.

#### i) Designated Funds

Designated funds are unrestricted funds earmarked by the directors for a particular purpose.

# NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2004

### j) Pension Costs

Contributions in respect of the company's defined contribution pension scheme are charged to the Statement of Financial Activities for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

### 2. DONATIONS

|                  | Unrestricted Funds |            | Total         | Total         |
|------------------|--------------------|------------|---------------|---------------|
|                  | General            | Designated | Funds         | Funds         |
|                  | Purposes           |            | 2004          | 2003          |
|                  | £                  | £          | £             | £             |
| Charitable Trust | 11,690             | -          | 11,690        | 6,550         |
| Pear Audio       |                    |            |               | 34            |
| Sundry Donations | 175                | -          | 175           | 217           |
| Lloyds TSB       | -                  | -          | -             | 5,000         |
|                  | <u>11,865</u>      | <u>-</u>   | <u>11,865</u> | <u>11,801</u> |

### 3. INCOMING RESOURCES FROM ACTIVITIES TO FURTHER THE CHARITIES OBJECTS

|                | Unrestricted Funds |                | Total          | Total          |
|----------------|--------------------|----------------|----------------|----------------|
|                | General            | Designated     | Funds          | Funds          |
|                | Purposes           |                | 2004           | 2003           |
|                | £                  | £              | £              | £              |
| Box Office     | 66,847             | -              | 66,847         | 61,569         |
| Revenue Grants | 214,030            | 145,062        | 359,092        | 421,850        |
| Other Grants   | 168                | 119,650        | 119,818        | 8,440          |
| Sponsorship    | -                  | -              | -              | 2,000          |
| Sundry Income  | 13,000             | 3,823          | 16,823         | 8,166          |
|                | <u>294,045</u>     | <u>268,535</u> | <u>562,580</u> | <u>502,025</u> |

## NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2004

|   | £       | 2004<br>£ | £       | 2003<br>£ |
|---|---------|-----------|---------|-----------|
| 4. TOTAL RESOURCES EXPENDED                         |         |           |         |           |
| Studio Restoration Project                          | 588     |           | 1,001   |           |
|   |         |           |         |           |
| COSTS OF GENERATING FUNDS                           |         | 588       |         | 1,001     |
| Productions Costs                                   | 10,783  |           | 16,015  |           |
| Direct Production and Labour Costs                  | 111,734 |           | 115,779 |           |
| Royalties, Fees and Commissions                     | 20,417  |           | 11,489  |           |
| Publicity   | 12,666  |           | 11,845  |           |
| General Touring Costs                               | 15,415  |           | 15,045  |           |
| Other Direct Costs                                  | 785     |           | 625     |           |
| Operational wages and Salaries                      | 94,460  |           | 79,595  |           |
| Pension Costs                                       | 2,583   |           | 2,502   |           |
| Training Costs                                      | 1,866   |           | 343     |           |
| Vehicles Leasing                                    | 8,076   |           | 9,167   |           |
| Motor Running Expenses                              | 3,911   |           | 5,193   |           |
| Subscriptions                                       | 1,307   |           | 1,256   |           |
| Wardrobe Maintenance                                | 744     |           | 524     |           |
| Equipment Hire                                      | 2,392   |           | 1,740   |           |
| Insurance   | 7,403   |           | 6,051   |           |
| Studio Costs  | 135     |           | 569     |           |
| Interact Costs                                      | 68,842  |           | 5,817   |           |
| Depreciation – Equipment                            | 3,051   |           | 3,051   |           |
| - Studio  | 9,865   |           | -       |           |
| - Interact  | 1,450   |           | -       |           |
|   |         |           |         |           |
| COST OF ACTIVITIES TO FURTHER THE CHARITY'S OBJECTS |         | 377,885   |         | 286,606   |
| Rent, Rates, Heat and Light                         | 2,539   |           | 3,782   |           |
| Telephone and Fax                                   | 2,440   |           | 2,019   |           |
| Stationery and Printing                             | 2,477   |           | 2,978   |           |
| Repairs and Maintenance                             | 4,757   |           | 802     |           |
| Upkeep of Ravensmede                                | 248     |           | 1,269   |           |
| General Publicity                                   | 3,843   |           | 1,220   |           |
| Bank Charges  | 347     |           | 50      |           |
| Promotional Development                             | -       |           | 1,091   |           |
| Sundry Expenses                                     | 2,756   |           | 2,580   |           |
| Interact Costs                                      | 300     |           | 2,495   |           |
| Studio Costs  | 43      |           | -       |           |
| Depreciation – Property                             | -       |           | 1,471   |           |
|   |         |           |         |           |
| SUPPORT COSTS                                       |         | 19,750    |         | 19,757    |
| Administrative Wages and Salaries                   | 3,172   |           | 2,345   |           |
| Audit Fees  | 3,725   |           | 2,255   |           |
| Sundry Expenses                                     | 145     |           | 136     |           |
| Consulting Fees                                     | 1,000   |           | -       |           |
|   |         |           |         |           |
| MANAGEMENT AND ADMINISTRATION                       |         | 8,042     |         | 4,736     |
|   |         |           |         |           |
| TOTAL RESOURCES EXPENDED                            |         | 406,265   |         | 312,100   |

## NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2004

|    |                                     |        |       |
|----|-------------------------------------|--------|-------|
| 5. | NET INCOMING RESOURCES FOR THE YEAR | 2004   | 2003  |
|    | This is stated after charging:-     | £      | £     |
|    | Depreciation                        | 14,365 | 6,542 |
|    | Auditors Remuneration               | 3,725  | 2,255 |

Directors received no reimbursements during the year (2003 : £nil)

|    |                              |               |               |
|----|------------------------------|---------------|---------------|
| 6. | STAFF COSTS AND NUMBERS      | 2004          | 2003          |
|    |                              | £             | £             |
|    | Staff costs were as follows: |               |               |
|    | Salaries and Wages           | 86,305        | 72,634        |
|    | Social Security Costs        | 8,156         | 6,804         |
|    | Pension Contributions        | 2,582         | 2,502         |
|    |                              | <u>97,043</u> | <u>81,940</u> |

No employee received emoluments of more than £50,000

The average number of employees during the year, calculated on the basis of full time equivalents was 2003 : 4

## 7. TAXATION

The charitable company is exempt from corporation tax on its charitable activities

## 8. TANGIBLE FIXED ASSETS

|                     | Studio<br>Property &<br>Equipment | Interact<br>Equipment | Freehold<br>Property | Fixture,<br>Fittings, Plant &<br>Equipment | Total          |
|---------------------|-----------------------------------|-----------------------|----------------------|--|----------------|
|                     | £                                 | £                     | £                    | £  | £              |
| COST                | 224,149                           | 7,248                 | 98,123               | 33,937                                     | 363,457        |
| At 1 April 2003     |                                   |                       |                      |  |                |
| Additions           | 197,246                           | -                     | -                    | -  | 197,246        |
| At 31 March 2004    | <u>421,395</u>                    | <u>7,248</u>          | <u>98,123</u>        | <u>33,937</u>                              | <u>560,703</u> |
| DEPRECIATION        |                                   |                       |                      |  |                |
| At 1 April 2003     | 569                               | 1,450                 | 38,039               | 26,525                                     | 66,583         |
| Charge for the Year | 9,865                             | 1,450                 | -                    | 3,050                                      | 14,365         |
| At 31 March 2004    | <u>10,434</u>                     | <u>2,900</u>          | <u>38,039</u>        | <u>29,575</u>                              | <u>80,948</u>  |
| NET BOOK VALUE      |                                   |                       |                      |  |                |
| At 31 March 2004    | <u>410,961</u>                    | <u>4,348</u>          | <u>60,084</u>        | <u>4,362</u>                               | <u>479,755</u> |
| At 31 March 2003    | <u>223,580</u>                    | <u>5,798</u>          | <u>60,084</u>        | <u>7,412</u>                               | <u>296,874</u> |

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

# NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2004

|     |  |               |               |
|-----|--|---------------|---------------|
| 9.  | DEBTORS  | 2004<br>£     | 2003<br>£     |
|     | Trade Debtors                                  | 10,800        | 9,138         |
|     | Other Debtors and Prepayment                   | 13,800        | 34,198        |
|     | Prepayments                                    | 12,701        | 15,121        |
|     |  | <u>37,301</u> | <u>58,457</u> |
| 10. | CREDITORS: Amounts falling due within one Year | 2004<br>£     | 2003<br>£     |
|     | Bank Overdraft                                 | 39,294        | -             |
|     | Other Loans                                    | 10,000        | -             |
|     | Trade Creditors                                | 2,922         | 5,102         |
|     | Other Creditors and Accruals                   | 7,431         | 8,219         |
|     |  | <u>59,647</u> | <u>13,321</u> |
| 11. | CREDITORS: Amounts falling due after one Year  | 2004<br>£     | 2003<br>£     |
|     |  | <u>5,000</u>  | <u>-</u>      |
| 12. | COMPANY STATUS                                 |               |               |

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

|     |                                      |                      |                         |                |
|-----|--------------------------------------|----------------------|-------------------------|----------------|
| 13. | ANALYSIS OF NET ASSETS BETWEEN FUNDS | General<br>Fund<br>£ | Designated<br>Fund<br>£ | Total<br>£     |
|     | Tangible Fixed Assets                | 64,446               | 415,309                 | 479,755        |
|     | Net Current Assets/(Liabilities)     | 4,318                | 51,597                  | 55,915         |
|     |                                      | <u>68,764</u>        | <u>466,906</u>          | <u>535,670</u> |

## 14. COMMITMENTS

### Lease Commitments

At 31 March 2004, the company had annual commitments of £1,950 (2003 - £1,720) under non cancellable operating leases.

### INTERACT COMMITMENTS

At 31 March 2004, the InterACT project for the provision of structured training for students was in process. This project will incur further costs estimated to be in the region of £60,000 during the next 5 months. Although funding has already been received and included in these accounts which relate to these costs, these costs are not provided for in these accounts.

## NTC TOURING THEATRE COMPANY LIMITED

## NOTES TO THE ACCOUNTS – 31 MARCH 2004

## 15. MOVEMENT IN FUNDS

|                           | At 1 April<br>2003<br>£ | Incoming<br>Resources<br>£ | Outgoing<br>Resources<br>£ | At 31 March<br>2004<br>£ |
|---------------------------|-------------------------|----------------------------|----------------------------|--------------------------|
| <u>Unrestricted Funds</u> |                         |                            |                            |                          |
| Designated Interact Funds | 36,259                  | 145,670                    | 71,342                     | 110,587                  |
| Designated Studio Project | 242,937                 | 124,014                    | 10,632                     | 356,319                  |
| General Funds             | 86,984                  | 306,071                    | 324,291                    | 68,764                   |
|                           | <u>366,180</u>          | <u>575,755</u>             | <u>406,265</u>             | <u>535,670</u>           |

Interact funds are for use in a scheme to train and retain theatrical skills in the north. The studio project funds are for use in developing studio space at the Alnwick Playhouse.