



Changing Lives Through The Arts



**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2017**

Hartley Fowler  
LLP Chartered Accountants

Tuition House  
22-37 St George's Road  
Wimbledon  
London SW19 4EU



Registered Company Number: 02651656 (England and Wales)

Registered Charity Number: 1011660

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**LEGAL AND ADMINISTRATIVE INFORMATION  
FOR THE YEAR ENDED 31 MARCH 2017**

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**Constitution**

The Wimbledon Civic Theatre Trust Limited is a company limited by guarantee and a registered charity governed by its memorandum and articles of association.

Charity number 1011660

Company number 02651656

**Directors and trustees**

The directors of the charitable company ('the Charity') are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The directors who served during the year were as follows:

S J Bishop

C L Douse – Company Secretary

C E Dawson

S M Graham

M J A Griffiths - Chairman

A Osborne

P L Samuel

J D Simpson

Appointed August 8<sup>th</sup> 2016

**Company secretary**

C L Douse

**Registered office**

Hill Place House  
55A High Street  
Wimbledon  
London SW19 5BA

**Business address**

New Wimbledon Theatre  
93 The Broadway  
Wimbledon  
London SW19 1QG

**Independent examiners**

Hartley Fowler LLP  
Chartered Accountants  
Tuition House  
27-37 St George's Road  
Wimbledon  
London SW19 4EU

**Bankers**

National Westminster Bank Plc  
Charing Cross Corporate Business Centre  
Cavell House  
2A Charing Cross Road  
London WC2H 0PD

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**FOR THE YEAR ENDED 31 MARCH 2017**

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The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, submit their report and financial statements for the year ended 31 March 2017. The trustees have adopted the provisions of 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 1 January 2015).

**1. Introduction**

I am pleased to introduce our report and accounts for the financial year 2016/17. The accounts are presented in accordance with the Charities Statement of Recommended Practice (FRS 102) as set out above. Presentation in this format improves the quality of financial reporting, enhances the relevance, comparability and understanding of information presented and provides clarification, explanation and interpretation of accounting standards and of their application in the charity sector. Specifically, this format enables the Trustees to explain more clearly what Wimbledon Civic Theatre Trust Limited (the Trust or WCTT) does and the changes that have taken place since the Trust was restructured in 2004.

2016/17 has, on one hand, been another vibrant and successful year for the Trust but also has highlighted the immediate requirement to implement a revised business model that will allow for sustainable growth against a changeable backdrop of fund raising in a challenging economic environment.

Once more the number of people engaged in our projects and programmes continues in the region of the 4,108 total in 2015/16 with 3,715 in 2016/17 and a further 4,500 estimated audience reach - from the 32 schools or community groups involved. The range and diversity of work undertaken by the Trust continues to grow not only in quantity but also in quality thanks to the hard work and creativity of our Creative Learning Team ably managed by Andy Alty, Alison Garner & latterly Jessica Williams who was providing maternity cover for Alison Garner. All their hard work, tireless enthusiasm and passion for the work created is much appreciated by the Trustees and the many beneficiaries of our work.

Over the year, the Trust has worked with 22 local schools and 10 community organisations, including all those schools catering for special needs young people in the London Borough of Merton (LBM). 3,715 people have participated in events or projects, which we sponsored or facilitated during the year, of which the majority were young people. Once more we believe we attained our aim of *helping young people in our local community, especially those with some form of disadvantage, through performing arts based education projects.*

Our work is divided into two areas – one area supporting broad based education activities that give large numbers of young people in LBM access to theatre based activities and one area more highly focussed on smaller numbers of disadvantaged young people in. Our broad based activities in 2016/17 included our flourishing Young Actors Company and our Core Education programme of which more detail is found later in this report.

In 2016/17 we raised funds of £78,805 excluding gifts in kind. Again we must thank the generosity of our supporters. Ambassador Theatre Group (ATG), LBM and our Trustees have continued to work well together to ensure the Trust thrives and fulfils its vision. This year we have again continued to develop our social media presence which together with our newsletter and our website [www.wctt.org.uk](http://www.wctt.org.uk) continue to increase the visibility and awareness of the Trust and its activities. We also were lucky enough to benefit from the efforts of Tom Sabin who ran in the Virgin London Marathon on behalf of the charity which raised much needed funds and awareness.

The balance of funds held at the end of the year is £104,197.

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We are very grateful for the funding and fund raising support the Trust receives from the Ambassador Theatre Group & New Wimbledon Theatre, 1920 Club, The All England Lawn Tennis and Croquet Club, Jeremy Oates, The Taylor Family Foundation, The Wimbledon Foundation, the London Borough of Merton Arts and Leisure, White Light & Farr Vintners. We are also grateful for the funding provided by many other trusts, foundations and individual supporters who wish to remain anonymous.

Our main objectives for the year ahead are set out below in section 5 "Plans for Future Periods".

I would like to thank my fellow Trustees past and present, all the staff of New Wimbledon Theatre (NWT), our Creative Learning Team, Andy Alty, Alison Garner & Jessica Williams, our administrative assistant Jennifer Woods, Trustee - Alison Osborne for all the financial support and our administrative secretary, Shirley Pritchard, for the tremendous service they have given me and the Board. These people have given "above and beyond" of their time especially Alison and Shirley who undertake the work on a voluntary basis. The success of the Trust depends entirely on the talent and commitment of these people to ensure its objectives are met.

## **2. Structure, Governance and Management**

### **2.1. History of the Trust**

The original Wimbledon Civic Theatre Trust was incorporated in 1991 as a company limited by guarantee. In 1992 the Trust was registered as a charity. A substantial refurbishment of the theatre was undertaken in 1998 funded by a National Lottery grant of £4m. Wimbledon Theatre (WT) was run very successfully between 1991 and 2001, remaining in surplus despite receiving no subsidies from the local council or from the regional arts authority. Until February 2004 the Trust managed WT and Studio - that is it was responsible for its commercial operations, its profit and its losses. In 2002 a deficit occurred, and with the erosion in working capital, LBM, who were the ultimate owner agreed to accept an offer from ATG to take over the operation of the theatre. ATG, contracted as management of the theatre, took over the deficit, paid the creditors, renamed the theatre New Wimbledon Theatre (NWT) and was granted a 30 year sub-lease of the Theatre and 7 year lease of the Studio by the Trust, which itself has equivalent terms from LBM. There is provision to extend the Theatre lease for a further 30 years. From January 2004 a new group of trustees was appointed, and the principal activity of the Trust became fundraising and sponsoring projects for educational purposes with a particular focus on the young and those with special needs. The Trust was landlord to ATG (Wimbledon Theatre) Limited who run NWT and the Studio. There was no break in legal continuity of the Trust. It therefore continued to have a legal obligation to account for everything that happened in the past when it had different responsibilities and objectives and a different set of Trustees. In 2010 the Trust signed an agreement with LBM and ATG on a restructuring of the lease arrangements that enabled the Trust to relinquish its landlord responsibilities and indemnified it from any prior claims, thus enabling the Trust to focus solely on its charitable objects.

### **2.2. Governing Document**

The Trust is a company limited by guarantee and a charity registered with the Charity Commission. It is governed by its Memorandum dated 1991 and amended in 2002 and by its Articles of Association revised in 2008 under the Companies Act 2006 to allow for best practice governance procedures and processes.

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**2.3. Trustee induction and training**

New trustees undergo orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the history of the Trust and the Theatre and the recent financial performance. They are also encouraged to meet key NWT and other ATG personnel, and, where appropriate, to attend current projects. Trustees get involved in areas of activity of the Trust where they can most contribute.

**2.4. Corporate Governance**

The Board of the Trust, which administers the charity, is committed to good corporate governance and will continue to ensure that best practice is followed. The Trust has no employees and Trustees do not receive any remuneration for their services. The Board met four times during the year and also undertook detailed work through its Management Committee. Board attendance was as follows (brackets indicate the maximum number of meetings a Trustee could have attended):

S J Bishop 2 (4)  
Celia Dawson 3 (4)  
C L Douse (Secretary) 3 (4)  
A Osborne 2 (4)  
M Griffiths 4 (4)  
Pat Samuel 2 (3)  
J D Simpson (Acting Chair) 3 (4)

All expenditure is approved by one trustee (under £5,000) or two trustee members of the Management Committee (over £5,000), and the bank mandate requires two signatures on each bank instruction. Shirley Pritchard generously donates her services as administrative secretary of the Trust.

**2.5. Funded positions**

The Trust currently does not fund a Creative Learning Manager. However, Andy Alty, and a Learning and Participation Officer, Alison Garner, initiate, organise and administer the projects and the core education programmes that the Trust funds and are funded and managed on a day to day basis by ATG on behalf of the Trust. The Trust funds a part time administrative assistant, Jennifer Woods, who helps to raise donations and assists with administration, organisation of events, PR and marketing. Jennifer Woods is an independent contractor.

**2.6. Related parties**

LBM owns the Freehold of NWT and Studio. LBM has a nominated officer who liaises with the Trust and is invited to attend all Trust board meetings. LBM also provides other assistance to the Trust in the form of facilitation of educational visits by schools. Operational and financial responsibility for running the NWT and Studio vests solely in ATG. ATG also nominate a liaison officer who attends Trust board meetings. ATG and LBM both play a part in the nomination and appointment of new trustees. WCTT is a partner of the Merton Music Foundation in the new Merton Music Education Hub.

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**2.7. Risk management**

The Trust only uses the physical infrastructure and facilities of others and therefore depends significantly on their risk management strategy and insurances particularly those of ATG and LBM. The Trust has formalised its risk management procedures, identified its major risks and set out mitigation strategies. Key risks are identified and monitored through the Management Committee and reported to the Board on a regular basis. The key risks identified are:

**2.7.1 Funding - Inability to execute the Trust's strategic aims through lack of funding.**

**Mitigation strategies:**

- Organisation of fund raising events
- Accessing public and private sources of project funding via Creative Learning function, Administrative Assistants and Trustees
- Identification of new individual and corporate donors
- Ensuring sufficient funds available to undertake projects before they are committed.
- Development of a PR and marketing strategy to promote the work of the Trust to wider possible donors

**2.7.2 Reputation - Damage to the Trust's reputation through inappropriate activities by related parties or adverse publicity.**

**Mitigation strategies:**

- Editorial sign-off by Chairman or delegated trustee prior to publication of articles relating to the Trust
- Appropriate control of projects via the Management Committee
- Controlled use of Trust stationery.

**2.7.3 Regulation/compliance - Loss of charitable status or other non-performance sanctions relating to Companies House or other contractual responsibilities and obligations.**

**Mitigation strategies:**

- Ensure Charity Commission and Companies House returns are filed on time
- Comply with requirements relating to preparation of accounts, Trust Reports, etc
- Obtain appropriate specialist legal expertise as and when needed

**2.7.4 Financial Management - Risk of misuse of funds.**

**Mitigation strategy:**

- Ensure that appropriate authorisation levels and controls on bank accounts are complied with.

**2.7.5 Project Delivery – Inability to execute strategy because of insufficient delivery resources.**

**Mitigation strategy:**

- Hire additional resource as needed

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**3. Objectives, Activities and Achievements**

**3.1. Objectives**

The Trust's overall objectives are grounded in its Memorandum of Association. The Memorandum specifically prevents the Trust devoting any of its income "for any object or purpose which is not exclusively charitable". The Trust's principal objects are to promote, maintain, improve and advance education, particularly by the production of educational plays and the encouragement of the arts. Our vision is to facilitate exciting and innovative performing arts education projects for our local community, improving access to performing arts for children and young people, focussing on those of secondary school age, those with special needs and those experiencing economic disadvantage.

In planning the activities of the charity the trustees have had due regard for the guidance issued by the Charity Commission in relation to public benefit.

Our aim is "To help young people in our local community, especially those with some form of disadvantage, through performing arts based education projects". We will always strive to undertake the highest quality projects and subject to this will adopt as a guideline and monitor as best we can expenditure of general (unrestricted) funds raised as follows:

- 50% on young people in general, preferably with them making some form of contribution
- 30% on financially disadvantaged young people
- 20% on emotionally, mentally or physically disadvantaged young people

In fulfilling our vision the Trust aims to:

- Facilitate sustainable education projects thereby offering life-enhancing experiences to members of our local community
- Raise sufficient money to fund these projects
- Maintain close links with all secondary and special needs schools and other organisations in our community in order to develop a good understanding of their needs
- Co-operate closely with our partners – NWT, LBM and its educational and arts services
- Follow best governance practice
- Follow best arts education practice

Educational activity which connects our community to the theatre will create a deeper understanding of the NWT and Studio and generate better attendances with all the advantages this has for the local community. All monies raised by the Trust support the provision of help, welfare or educational activities for our target groups of young people or towards the infrastructure necessary to deliver projects. Where participants can afford to they are asked to pay except when donors of restricted funds specifically request otherwise. Where the Trust takes the view that ATG should be paying for any part of the services we make the appropriate arrangements. We solicit feedback from participants on all work that we do and tailor future projects appropriately in response.



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**3.2 Activities overview**

**Core Programme – Overview**

Our Core programme, which we supported at New Wimbledon Theatre from 2004 until December 2016, engaged young people and adults in creative learning activities in order to enrich audience experience and increase access to the arts. The programme offered: performing arts skills workshops and masterclasses, show related workshops, summer schools, events, post-show talks and a work experience programme.

In 2016 the Core programme offered a wide range of performing arts workshops and masterclasses including **Footloose: West End Masterclass, Just Sing: Chitty Chitty Bang Bang, Just Sing: Sister Act Audition Skills, Songwriting, Special Effects Make-up, Make a Play in a Day, Just Dance: Summer School and our Theatre Summer School.**

We also ran a post-show discussion for *Matthew Bourne's Sleeping Beauty*, hosted by Matthew Bourne and attended by 350 audience members.

During 2016-17 we successfully managed five work experience placements at New Wimbledon Theatre for Yr 10 & 11 students.

**Statistics Summary**

The Core programme of performing arts, show related workshops and summer schools engaged a total **239** participants with an average age of 12 yrs.

<b>The total number of participants across all activities</b>	<b>526</b>
<b>Audiences at presentations and performance</b>	<b>480</b>
<b>Number of events achieved</b>	<b>15</b>

**Responses to our Core Programme:**

*I learned so much in just five days.*

*The teacher had great knowledge of professional acting.*

*I discovered that you need to know the story of a song to sing it well.*

*The special effects class was awesome. I'm coming again next year!*

**Special Projects - Overview**

This programme is carefully designed to reach out to groups of disadvantaged young people as set out in our mission statement. In 2016 we completed a film project about personal safety with a group of special needs students, co-produced a full-length musical in partnership with Merton Music Foundation and 7 local schools and launched a major project for young people in Merton about teenage mental health. In total, we reached over 2000 young people via our Express Yourself special projects programme.

**WATCH IT**

From January until April 2016, two practitioners (drama and film) worked with a core group of 17 students at Cricket Green school (a school for young people with special educational needs) in Mitcham, raising their awareness about personal safety and working with them to devise and create material, stories and characters for a 20 minute trigger video which would stimulate a whole-school discussion about the issue. The students themselves

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were closely involved in the story-lining, storyboarding and filming of the project to ensure that the material was age and ability appropriate.

Filming took place in April 2016. The film was shown at Cricket Green school in June 2016. Our hope is to involve Cricket green students with publicizing and selling the film and an accompanying Education Pack to other SEN schools and Primary schools locally and regionally.

<b>Participant Figures</b>	<b>17</b>
<b>Audience Figures</b>	<b>135 (to date)</b>

**GRACE- SUMMER SHOWCASE 2016**

Funded by Arts Council England, the Grace Project was a specially commissioned musical theatre piece featuring a choir of 30, 17 young people in the orchestra and over 120 young performers onstage, many for the very first time, alongside a creative team of 12. This was a highly complex project both artistically and logistically- over 70 workshops conducted out in the community over a period of three months by a team of three freelance practitioners- a director, composer and choreographer- working at seven schools and a local youth theatre. It culminated in two performances on the main stage at New Wimbledon Theatre on 14<sup>th</sup> July 2016. It was our first ever partnership with Merton Music Foundation, another highly-respected arts organisation.

<b>Participant figures (workshops)</b>	<b>165</b>
<b>Total audience numbers (2 performances)</b>	<b>1360</b>

**CHANGING MINDS IN MERTON**

Building on the success of our pilot project in 2015 at Ricards Lodge High school, this is our first-ever borough-wide project which we intend will reach up to 7,000 young people. From January 2017, trained practitioners worked with seven groups of 15-20 students from Merton secondary schools developing pieces of art, music, photography and performance for presentation across the whole school community, promoting informed discussion, raising awareness and improving understanding of mental health issues which can affect young people. A dedicated mental health worker also offered advice and support to students about maintaining good mental health throughout their lives.

The project will culminate in an Action Day at New Wimbledon Theatre on 4<sup>th</sup> July 2017, which will consist of workshops, Q & A sessions and panel discussions as well as performances, photographic exhibitions, dance pieces and spoken word. It will engage with a wide cross section of young people in Merton- to tell them what is available in terms of support but most importantly to hear what they think about mental health and what support they feel they need.

<b>Participant figures (workshops);</b>	<b>122</b>
<b>Total audience numbers;</b>	<b>4500 (estimated)</b>

<b>TOTAL PARTICIPANTS FOR THE EXPRESS YOURSELF PROGRAMME 2016-17;</b>	<b>304</b>
<b>TOTAL AUDIENCES REACHED;</b>	<b>5995</b>

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**WCTT Young Actors Company**

As has been the case for the last three years, our Young Actors Company this year was hugely over-subscribed. We had 121 applications for 60 places- and these applications were from across the whole of our borough- suggesting that young people are attracted to the YAC whatever their background or geographical location. We are keen to support and develop this diversity and are determined to keep the YAC either free or at the lowest possible cost to participants. We also actively encourage applications from the east of the borough- which is recognised by all indicators as the most deprived part of Merton.

We selected 64 young people from the auditions- with a good mixture of new and returning members. We also welcomed Spencer Noll as our new Act One group leader. In term two Katie Turner and Ross Crosby took over the leadership of Act Two from Michael Bond who was unable to continue due to other work commitments.

The 2016/17 season has been about classic texts- set in a contemporary context. The YAC began working on three Shakespeare plays in term one and also developed their vocal skills in order to deal with complex texts. The three plays were;

Act One; Romeo & Juliet  
Act Two; Richard III  
Act Three; Othello

The plays were produced “in repertory” for three weeks between 6<sup>th</sup> and 25<sup>th</sup> March. Each group performed the show three times. Audience numbers were high for every production with 5 performances completely selling out. As usual production values were very high. This year we hired a designer to create a design which worked for all three shows.

In 2017/18 we would like to concentrate on new work and will also produce devised work in the summer term.

WCTT is very proud of our Young Actors Company which is the only free to use Youth Theatre in South West London.

**Parent and Participant Responses:**

*Huge congratulations to act 2 & 3 for the performances the last couple of weeks.*

*The Othello cast were amazing last night and it is clear how much hard work everyone has put in!*

*They were outstanding and I was amazed at how many lines they had to say and they got them word perfect.*

*I was a proud mum and really grateful that M. is a part to this awesome company.*

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**WCTT Young Actors Company Statistics**

<b>Participant figures (workshops)</b>	<b>64</b>
<b>Total audience numbers</b>	<b>443</b>

**Annual Report Summary**

**Schools and Community Organisations engaged**

**Mainscale secondary;** Ricards Lodge, Harris Merton, Wimbledon College, Wimbledon High, Rutlish, St Mark's Academy, Kings College Wimbledon.

**Mainscale Primary;** Abbotsbury, Hillcross, Wimbledon Chase, Bond, Links, Merton Park, Singlegate, Gorringe, Hollymount, Holy Trinity, Pelham, Wm Morris.

**SEN;** Cricket Green School, Perseid school.

**Universities and colleges;** The BRIT school, South Thames College.

**Community groups and organisations;** Young Carers Merton, Uptown UK, the SHINE project Mitcham, Wimbledon YMCA, Mencap, Merton Music Foundation, London Borough of Merton (Arts and Heritage, Youth Inclusion, Youth Service), Photofusion, St Theresa's Youth Project, MVSC.

**Figures Summary:**

	<b>2015-16 (last year)</b>	<b>2016-17</b>
<b>Number of schools engaged;</b>	<b>19</b>	<b>22</b>
<b>Number of community organisations;</b>	<b>11</b>	<b>10</b>
<b>Total number of people engaged;</b>	<b>4108</b>	<b>3312 (not incl estimated figures)</b>

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**4. Financial Review**

***Overview***

2016/17 was again a satisfactory year and we raised £78,805. In addition we received a number of donations in kind. The cost of raising these funds was £25,050. Our governance costs were £1,020 for Independent Examiner's fees and support costs were zero this year. The balance of funds held at the year-end was £104,197 compared with £95,143 at 31 March 2016.

WCTT follows a prudent fiscal regime where we allocate funds for known commitments in advance. Hence of the £104,197 balance of funds £99,000 is committed to bills from 2016/17 yet to arrive, additional assistance expenditure over the next six months and to projects planned for the year 2017/18. This leaves funds available as at 31 March 2017 of £5,197 which is slightly in excess of the Trust's reserve policy of £5,000. No fixed assets have been purchased and the Trust has no direct employees. No operations were acquired during the year.

Funding sources were other trusts, foundations, companies, local authorities and individuals. Our charitable expenditure in 2016/17 was £43,829.

***Reserves policy***

The reserves policy of the Trustees is at all times to have sufficient funds available for the payment of commitments agreed by the trustees, and to be able to make at least one additional project grant of £5,000.

***Independent Examination***

The 2011 Charities Act provides for some form of scrutiny for all but the smallest charities, but this falls short of a requirement for a full audit for charities with income of less than £1 million. Provided that the Trust's governing documents do not require it, the Trust can choose the simpler and less expensive Independent Examination rather than a full audit. A full audit as set out by the Companies Acts involves a certain amount of regulatory scrutiny that has to be recorded whatever the size of the business concerned. This is time consuming for the auditor and much of it is more relevant to larger companies' than small charities.

An Independent Examination is a simpler form of scrutiny but it still provides Trustees with an assurance that an independent professional accountant with relevant experience has reviewed the accounts of the charity. In all circumstances, the Independent Examiner must follow certain steps in carrying out the examination and make a report to the Trustees setting out particular matters once they have finished their examination. Charity Commission regulations set out what must be included in an Independent Examiner's report. In particular, the examiner must state whether or not any matter has come to their attention that gives them reasonable cause to believe in any material respect:

- Accounting records have not been kept as required by law
- The accounts do not agree with those accounting records
- The accounts do not meet accounting requirements

In addition, the examiner must provide a statement within their report if the following specific matters have become apparent during the course of the examination:

- Any material expenditure or action which appears not to be in accordance with the trust documents governing the charity
- Any failure to be provided with information or explanation that is considered necessary
- Any material inconsistency between the accounts and the Trustees' annual report

Once more Trustees concluded that there was significant financial benefit from having an Independent Examination as opposed to a full audit and that it would provide sufficient assurance of financial probity.

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**5. Plans for Future Periods**

As I mentioned in my introduction to this report, the Trust is currently faced with the difficult economic realities that affect many other charities.

Individual donors & organisations are not committing funds to our charity as seen in previous years and fund raising events are generating less net profit. Project specific funded is still available but this in turn takes a lot of administrative work from a limited work force available to the charity.

ATG have very generously supported the charity in funding the current Creative Learning team but this is short-term and will not be available past the Summer of 2017.

To that end the Trustees have taken immediate steps to scale back on current charitable projects whilst a new, sustainable business plan can be agreed which will provide stability for the charity over the coming years in line with our current Objectives.

The intention will be to continue with the Young Actors Company for the school year 2017/18 but all other projects will be assessed depending on the progress of the new business plan and funding available for those specific projects.

**6. Statement of Trustees Responsibilities**

The trustees (who are also the directors of The Wimbledon Civic Theatre Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping 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 financial statements comply with the Companies Act 2006. 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.

By order of the Board

.....  
Matthew Griffiths - Chairman

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
WIMBLEDON CIVIC THEATRE TRUST LIMITED**

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I report on the accounts for the year ended 31 March 2017 set out on pages 16 to 22.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view ' and the report is limited to those matters set out in the statements below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jonathan Askew FCA  
Hartley Fowler LLP  
Chartered Accountants  
4th Floor Tuition House  
27/37 St George's Road  
Wimbledon  
London SW19 4EU

Date: .....

**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2017**

Registered Charity Number: 1011660

		Unrestricted	Restricted	2017	2016
	Notes	Funds	Funds	Total	Total
		£	£	£	£
<b>INCOME</b>					
<b>Income from charitable activities</b>					
Donations	2	7,135	31,975	39,110	79,174
Activities for generating funds	3	39,695	-	39,695	-
Investment income	4	148	-	148	140
<b>Total incoming resources</b>		46,978	31,975	78,953	79,314
<b>EXPENDITURE</b>					
Costs of raising funds	5	25,050	-	25,050	5,917
Charitable activities	6	10,586	33,243	43,829	50,895
Governance costs	7	1,020	-	1,020	960
<b>Total expenditure</b>		36,656	33,243	69,899	57,772
<b>NET INCOME</b>		10,322	(1,268)	9,054	21,542
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		86,043	9,100	95,143	73,601
<b>TOTAL FUNDS CARRIED FORWARD</b>		96,365	7,832	104,197	95,143

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities



**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 MARCH 2017**

**Registered Charity Number: 1011660**

	Notes	Unrestricted Funds £	Restricted funds £	2017 Total £	2016 Total £
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		106,824	32,393	139,217	112,291
Prepayments		-	-	-	1,500
		<u>106,824</u>	<u>32,393</u>	<u>139,217</u>	<u>113,791</u>
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(10,459)</u>	<u>(24,561)</u>	<u>(35,020)</u>	<u>(17,710)</u>
<b>NET CURRENT ASSETS</b>					
		<u>96,365</u>	<u>7,832</u>	<u>104,197</u>	<u>95,143</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>96,365</u>	<u>7,832</u>	<u>104,197</u>	<u>95,143</u>
<b>NET ASSETS</b>					
		<u>96,365</u>	<u>7,832</u>	<u>104,197</u>	<u>95,143</u>
<b>FUNDS</b>					
Unrestricted funds	12			96,365	86,043
Restricted funds	12			7,832	9,100
<b>TOTAL FUNDS</b>					
				<u>104,197</u>	<u>95,143</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017. The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 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.

The financial statements were approved by the Board of Trustees on 2017 and were signed on its behalf by:

.....  
M Griffiths - Trustee

.....  
A Osborne - Trustee

**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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**1 Accounting policies**

**1.1 Accounting convention**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with 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 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

**1.2 Incoming resources**

All incoming resources are included on the statement of financial activities when the charity is legally entitled to the income, the amount can be quantified with reasonable accuracy and receipt is considered probable. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

**1.3 Resources expended**

Expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and this is reported as part of the expenditure to which it relates. Costs of generating funds comprise the costs associated with attracting voluntary income. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the examiner's fees and costs of the AGM and board of trustees.

**1.4 Taxation**

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

**1.5 Depreciation**

Depreciation is provided on all tangible assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows:

Furniture and equipment	20% per annum straight line
Leasehold improvements	20% per annum straight line

**1.6 Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

**1.7 Balances Carried Forward**

The Trust has a prudent fiscal policy where it reserves funds against known future expenditure and will not commit funds unless it already has them available.

**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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<b>2</b>	<b>VOLUNTARY INCOME</b>		
		2017	2016
		£	£
	Donations	<u>39,110</u>	<u>79,174</u>
<b>3</b>	<b>ACTIVITIES FOR GENERATING FUNDS</b>		
		2017	2016
		£	£
	Gala dinner	<u>39,695</u>	=
<b>4</b>	<b>INVESTMENT INCOME</b>		
		2017	2016
		£	£
	Deposit account interest	<u>148</u>	<u>140</u>
<b>5</b>	<b>COSTS OF RAISING FUNDS</b>		
		2017	2016
		£	£
	Sundries	4,746	5,917
	Gala dinner	<u>20,304</u>	=
		<u>25,050</u>	<u>5,917</u>
<b>6</b>	<b>CHARITABLE ACTIVITIES COSTS</b>		
		2017	2016
		£	£
	General	<u>43,829</u>	<u>50,895</u>
<b>7</b>	<b>GOVERNANCE COSTS</b>		
		2017	2016
		£	£
	Independent examiner's fee	<u>1,020</u>	<u>960</u>

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**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 MARCH 2017**

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**8 NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	2017	2016
	£	£
Independent examiner's fee	<u>1,020</u>	<u>960</u>

**9 TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

**Trustees' Expenses**

There were no trustees' expenses paid neither for the year ended 31 March 2017 nor for the year ended 31 March 2016.

**10 TANGIBLE FIXED ASSETS**

	Refurbishment Costs £
<b>COST</b>	
At 1 April 2016 and 31 March 2017	<u>2,738,115</u>
<b>DEPRECIATION</b>	
At 1 April 2016 and 31 March 2017	<u>2,738,115</u>
<b>NET BOOK VALUE</b>	
At 31 March 2017	<u>          -</u>
At 31 March 2016	<u>          -</u>

Refurbishment costs represent grant funded expenditure incurred on the redevelopment of the theatre which was carried out primarily in the period from March 1997 to March 2000.

**11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017	2016
	£	£
Donations and accrued expenses	<u>35,020</u>	<u>17,710</u>

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**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 MARCH 2017**

**12 MOVEMENT IN FUNDS**

	At 1/4/16	Net movement in funds	At 31/3/17
	£	£	£
<b>Unrestricted funds</b>			
General Fund	86,043	10,322	96,365
<b>Restricted funds</b>			
Restricted	<u>9,100</u>	<u>(1,268)</u>	<u>7,832</u>
<b>TOTAL FUNDS</b>	<u>95,143</u>	<u>9,054</u>	<u>104,197</u>

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

	Incoming	Resources Expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General Fund	46,978	(36,656)	10,322
<b>Restricted funds</b>			
Restricted	<u>31,975</u>	<u>(33,243)</u>	<u>(1,268)</u>
<b>TOTAL FUNDS</b>	<u>78,953</u>	<u>(69,899)</u>	<u>9,054</u>

Restricted funds were donated towards small projects and where project savings could be made it was agreed with the donors that funds should be released and used towards other projects. All restricted funds are held in the form of cash.

**13 Taxation**

The company is a registered charity and as such is not subject to taxation.

**14 Guarantee and legal status**

The company is limited by guarantee and therefore has no share capital. Every member of the company undertakes to contribute to the assets of the company in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of the debts and liabilities of the company contracted before they cease to be a member, and of the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories amongst themselves, such amount as may be required not exceeding £1.

**15 Related party transactions**

Payments included in direct charitable expenditure totalling £32,700 were made to the New Wimbledon Theatre in the year to reimburse costs incurred by them on behalf of the charity.

**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2017**

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	2017	2016
	£	£
<b>INCOME</b>		
Donations	39,110	79,174
<b>Activities for generating funds</b>		
Gala dinner	<u>39,695</u>	-
	78,805	79,174
<b>Investment income</b>		
Deposit account interest	<u>148</u>	<u>140</u>
<b>Total incoming resources</b>	<u>78,953</u>	<u>79,314</u>
<b>EXPENDITURE</b>		
<b>Costs of generating income</b>		
Sundries	4,745	5,917
Gala dinner	<u>20,305</u>	-
	25,050	5,917
<b>Charitable activities</b>		
Education	43,829	50,895
<b>Governance costs</b>		
Independent examiner's fee	<u>1,020</u>	<u>960</u>
<b>Total resources expended</b>	<u>69,899</u>	<u>57,772</u>
<b>Net income/(expenditure)</b>	<u>9,054</u>	<u>21,542</u>

This page does not form part of the statutory financial statements



Wimbledon Civic Theatre Trust, (WCTT)  
Hill Place House, 55A High Street, Wimbledon, London SW 19 5BA  
Registered Charity Number: 1011660