

Registered Company Number: 2651656 (England and Wales)
Registered Charity Number: 1001660

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

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2011

Strover Leader & Co
Chartered Accountants
& Registered Auditors
Barry House
20-22 Worple Road
Wimbledon
London
SW19 4DH

**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED
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**THE WIMBLEDON CIVIC THEATRE TRUST LIMITED
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**LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2011**

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 2651656

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:

P M Beckwith	
S J Bishop	
A C Cahill	- appointed 29 April 2010, resigned 31 January 2011
C L Douse	
R J Holmes	
D A Kane	- resigned 31 December 2010
O M Lewisohn	- resigned 6 July 2010
J J Oates	- appointed 29 April 2010
A Osborne	
M S J Rappolt - Chairman	
S A Sawyerr	- appointed 29 April 2010
J D Simpson	
I R Taylor	

Company secretary

C L Douse

Registered office

Barry House
20-22 Worple Road
London SW19 4DH

Business address

New Wimbledon Theatre
93 The Broadway
Wimbledon
London SW19 1QG

Independent examiners

Strover Leader & Co
Chartered Accountants &
Registered Auditors
Barry House
20-22 Worple Road
London SW19 4DH

Bankers

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

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**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2011**

The Trustees submit their report and financial statements for the year ended 31 March 2011.

Chairman's Introduction

I am pleased to introduce our report and accounts for the financial year 2010/11. As usual they are presented in accordance with the Charities Statement of Recommended Practice 2005 (SORP 2005). 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.

This last year was a particularly successful one for the Trust in terms of the number of young people reached, the success and diversity of the projects undertaken and the broadening of our support base. Over the year the Trust has worked with 11 local schools and community organisations, including all those schools catering for disadvantaged young people in the London Borough of Merton (LBM). Over 2,500 young people have participated in events or projects which we sponsored or facilitated during the year. Once more we believe we attained our aim of *helping young people in our local community, especially those with some form of disadvantage, through theatre based education projects*. In particular I wish to highlight the *Express Yourself* series of projects which are a new strand of the Trust's educational work and commenced last year with the project at Melrose School. *Express Yourself* develops links with groups of young people who have a variety of physical, behavioural, social and/or learning needs. The projects are accessed through schools within LBM and aim to provide arts opportunities and experiences which are not able to be met through normal mainstream educational provision. They are aimed at helping these young people to feel they have really achieved something they can be proud of and which in turn helps them to integrate into our local society and become worthwhile members of it. This year we undertook a pioneering and very challenging project, *Express Yourself – With One Voice*, with St Ann's and Cricket Green Schools. The project enabled a group of young people with a range of severe learning and physical disabilities to perform at the Royal Albert Hall in front of an audience of over 4,500 people – an unforgettable event both for the young people and for the audience (for further details see *Activities* below).

I am also pleased to report that in 2010/11 we raised funds of just over £156,000 excluding gifts in kind. This is our best year yet and, in these difficult economic times, is a tribute to the generosity of our supporters. Once again we exceeded our fund raising target for the year. Ambassador Theatre Group (ATG), the London Borough of Merton (LBM) and our Trustees have continued to work well together to ensure the Trust thrives and fulfils its vision. Our website www.wctt.org.uk and features in the New Wimbledon Theatre house magazine (Bravo) continue to publicise and promote our activities. In addition, this year, we launched a regular Newsletter about the work of the Trust. We are very grateful for the funding and fund raising support the Trust receives from the Taylor Family Foundation, Generations Trust, the Entrepreneurs Fund, the 1920 Club of Wimbledon, LBM, White Light, and also for the funding provided by many other trusts, foundations and individual supporters. I would like to give a special thanks to ATG and the New Wimbledon Theatre who held a gala charity performance to celebrate the centenary of the New Wimbledon Theatre and donated half the profits from the event to the Trust. As well as the wonderful support we receive from all our partners and funders I would like to thank Christine Douse, a Trustee, and Hannah Levin and Jennifer Woods, our administrative assistants, who lead our fund raising efforts.

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This year saw the Trust receive significant recognition for its work. We are proud and grateful to have been selected as one of two charities the Mayor of Merton, Councillor Oonagh Moulton, supported during her year of office, to have won the "Best Commitment to the Community" award in the inaugural 2010 Merton Business Awards and to have been selected by our local J Sainsbury's as their charity of the year. During the year together with our partners, Merton Council and the New Wimbledon Theatre, we were a highly commended finalist in the Municipal Journal Public Private Partnership Award and were shortlisted in the Public/Private Partnership category for the Local Government Chronicle awards.

Two Trustees resigned during the course of the year. Angela Cahill resigned due to pressure of other work as did a long standing Trustee, Tony Kane. Tony has been a Trustee for 7 years and I would particularly like to thank him for the contribution he has made to the development of the Trust.

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

I would also like to thank my fellow Trustees past and present, all the staff of New Wimbledon Theatre (NWT), our Creative Learning Manager, Christina Lydon, our administrative assistants Hannah Levin and Jennifer Woods, our accountant, Paul Millington, and our administrative secretary, Shirley Pritchard, for the support they have given me and the Board. All of these people have given "above and beyond" of their time and Paul and Shirley provide their services on a voluntary basis. The success of the Trust depends entirely on the talent and commitment of all of these people to ensure its objectives are met and, as always, I salute them.

Structure, Governance and Management

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. Last year the Trust signed an agreement with LBM and ATG on a restructuring of the lease arrangements that enables the Trust to relinquish its landlord responsibilities and indemnifies it from any prior claims, thus enabling the Trust to focus solely on its charitable objects.

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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.

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.

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):

P M Beckwith 3 (4)
S Bishop 3 (4)
A Cahill 0 (3)
C L Douse 3 (4)
R J Holmes 3 (4)
D A Kane 3 (3)
J Oates 2 (3)
A Osborne 4 (4)
M S J Rappolt (Chair) 4 (4)
S Sawyerr 2 (3)
J D Simpson (Deputy Chair) 4 (4)
I Taylor 3 (4)

During the year the Board had one sub-committee, the Management Committee, consisting of Mike Rappolt (Chair), Soo Bishop, Christine Douse, Tony Kane, Alison Osborne and John Simpson (Deputy Chair). The Management Committee also acts as the Governance Working Group which is required to perform several specific duties under the terms of our Articles of Association. The Management Committee, which met four times during the year, concerns itself with the detailed operations of the Trust and reports on a regular basis to the Board of Trustees.

One of the Trust's sponsors, White Light, has generously donated the services of Paul Millington to act as the Trust's accountant. 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

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5. Funded positions

The Trust funds a Creative Learning Manager, Christina Lyden, who initiates, organises and administers the projects and the core education programmes that the Trust funds. She is managed on a day to day basis by ATG on behalf of the Trust. The Trust also funds a team of two part time administrative assistants, Hannah Levin and Jennifer Woods, who help to raise funds and assist with the organisation of events, PR and marketing. Both are independent contractors.

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.

7. Risk management

The Trust only uses the physical infrastructure and facilities of others and therefore depends significantly on their risk management strategy particularly those of ATG and LBM. The Trust has formalized 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:

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 Manager, 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

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.

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
- Utilise the legal services of LBM where required and obtain appropriate specialist legal expertise as and when needed

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7.4 Financial Management - Risk of misuse of funds.

Mitigation strategy:

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

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

Mitigation strategy:

- Hire additional resource as needed

Objectives, Activities and Achievements

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 theatre 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.

Our aim is "To help young people in our local community, especially those with some form of disadvantage, through theatre 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 (rough estimate of actual expenditure this year in brackets in bold):

- 50% (62%) on young people in general, preferably with them making some form of contribution
- 30% (20%) on financially disadvantaged young people
- 20% (19%) 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. The Trust achieves its aims via two routes - specifically funded projects and activities funded through the Creative Learning Core Budget. We solicit feedback from participants on all work that we do and tailor future projects appropriately in response.

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2. Activities

2.1 Projects

Among the successful projects we undertook this year are:

Express Yourself - Melrose Phase 2

This was a 12 week project delivered to students who attend Melrose School, a local school for young people with social, emotional and behavioural difficulties. The students at this school are all male and have all been permanently excluded from other schools in Merton. They struggle daily with lack of self confidence, lack of belief in themselves or those around them and a sense that they and their contributions are viewed as 'less' than those of their peers. The project was designed to give the students a chance to work with arts practitioners to create a site specific piece of performance, themed around mystery / horror / thriller. Over the course of the project the envisaged live performance elements were video recorded and the final performance was a tour of the school where the audience of about 40 people were guided by students and had to solve riddles which were included within the video clips and displayed around the school.

The project was designed to discretely impart skills such as performance, collaboration and creativity, whilst improving students' behaviour, team work and basic literacy.

The Head Teacher of Melrose, Steve Childs, stated that *"I, and everybody else involved with Melrose, really appreciated your efforts in putting together our production. Word of mouth is a wonderful thing and I am constantly going into meetings where people are saying to me things along the lines of 'I hear your production was really good' with an air of disappointment that they weren't invited. The more we can generate these opinions about Melrose the better it is in getting people to understand our kids and I can't stress enough how much of the 'battle' that is for us."*

Express Yourself - With One Voice

This project worked with 34 pupils from St Ann's and Cricket Green schools for young people with Special Needs. All have learning difficulties; some also have physical handicaps especially those at St Ann's. Some function at a very low levels of ability and some do not or cannot use speech. The young people were involved in a project involving composition and movement, supported by innovative information technology that registered their movements and created sounds based on these movements. Over 12 weekly sessions they worked with a musician and choreographer to devise a short performance using song and dance to create a jungle atmosphere. Delivered in partnership with Merton Music Foundation (MMF), the final performance was at the 'Music is For Life' concert at the Royal Albert Hall in March in front of an audience of over 4,500 people. The information technology resource was left with St Ann's School and teachers were trained to use the resource for future projects.

Multi-sensory creative projects like this provide valuable opportunities to help disabled young people develop better thinking and learning skills, improve physical coordination, develop social skills and work alongside their peers in school and with students from other mainstream establishments.

Elisabeth Wigley, MMF, Deputy Director stated that *"The greatest pleasure was seeing the children fulfill their potential on the stage of one of the world's greatest performance venues on Tuesday night - I was so proud of their achievement! The feedback from guests, parents, teachers, tutors, RAH team etc has been extraordinary"*

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Schools Showcase 2010

This year's Schools Showcase was the biggest and most complex project WCTT has ever attempted. Based on the centenary of NWT the 2010 Centenary Schools Showcase gave 140 young people from seven local state schools the chance to take centre stage with a production loosely based on the past 100 years of the NWT. These schools represented the breadth of our local community, encompassing Special Educational Needs schools, single and mixed sex schools, those serving affluent areas and those in highly deprived demographics. Using a professional director, designer and scriptwriter the final performances were seen by over 700 people.

"My kids had the most amazing experience and these kids that I had in my group have NEVER been given such an opportunity like that before (quite a few in my group are rather difficult and challenging kids with pretty horrible home lives). So thank you so much." – Teacher

"It was an extremely impressive performance by all the schools involved, and it was very good to see the work done by WCTT at first hand. My congratulations to all those involved."- Stephen Hammond MP

Youth Theatre

Funded by the Taylor Family Foundation, the Trust runs two weekly youth theatre groups –one for young people aged 11 –14 (*Debut*) and the other for those aged 14 –18 (*Encore*). We have between 40 –50 members attending each week and their sessions range from one off 'skills' workshops, to devising or rehearsing longer performance projects. Since the Youth Theatre year began in September *Debut* have devised and performed *Return to Oz* and *Encore* took part in Wimbledon Bookfest and commissioned and performed "*cracking*", a modern reworking of the Medea myth told from the point of view of her children.

Both groups have a waiting list and entry to *Encore* is dependent on an audition. These auditions are not about selecting the best performers, but about impressing on participants the importance of commitment. We prioritise membership for young people who are nominated by partner schools or organisations. About 40% of participants have some form of additional need – ranging from emotional issues through to learning difficulties and long term medical conditions.

"Congratulations on a really top quality performance! If this is an example of the work that WCTT is involved with then I am very pleased to be supporting it!" - Sponsor

"The good thing about Debut is that everyone gets on, everyone is encouraged to do their best, no one judges anyone and we all have fun!" Participant

Beginners Please

Beginners Please targets young people and their families/local communities who face barriers to participation in cultural activities. The project is focused on widening access to the theatre by subsidising theatre trips and workshops at the New Wimbledon Theatre and is aimed at improving confidence, skills and outlook and allowing families on low income or with a disabled family member to undertake an activity they can access together. It is a flexible scheme that can adapt to target particular groups and provide activities that is tailored to their needs and interests. In the past participants have been drawn from the following demographics:

- Young refugees and / or those with English as a second language.
- Groups who come from areas of high deprivation – in particular financial and geographic isolation.
- Schools serving communities with high percentage of ethnic diversity.
- Schools that provide education for young people with learning and / or physical disabilities.
- Community groups working with Young Carers and their families.

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This year we were somewhat limited by the programming at the NWT but undertook textile and movement workshops based around *Joseph and the Amazing Technicolour Dreamcoat*. Nine families nominated by St Ann's School and Merton Young Carers took part and attended a performance at NWT. We will be re-launching this programme in 2011 (see 4 below)

2.2 Creative Learning Core Budget - On-Going Education Activities

These activities remain an important part of our work as they encourage new groups to use the venues and help develop partnerships with local organisations. We estimate that about 2,000 young people, 200 more than last year, took part in at least one of these activities. We also worked with 7 of Merton's 11 secondary schools, as well as 4 local community organizations. We have built stronger links with education and community support staff at Merton Council and remain active at community forums and consultations throughout the borough.

30 different activities were undertaken from April 2010 until March 2011. These included:

Post show talks and workshops

Once more the Trust ran a number of post show talks and workshops (22 in total) for young people coupled to free or reduced price tickets for the corresponding production at the NWT. These talks and workshops took place at the NWT and in community groups, libraries, schools and at Centre Court Shopping Centre. These simple and low cost activities encourage a wide range of people to engage independently with the theatre and with culture.

A one off event this year was the NWT's Open Day in April as part of the Centenary celebrations. Many of the activities required paid practitioners e.g. Make-up Workshops, Pantomime and Dance workshops and Flying workshops but all activities were offered free of charge to attendees and some practitioners offered their services for expenses only or at a discounted rate. The event was a huge success and feedback from attendees was uniformly positive.

Summer Schools

This year we ran two one week summer schools - *Monstrous Myths* and *Just Dance* - with 29 participants. 5 places were offered as 'scholarships' to local underprivileged young people from St Ann's School and Merton Young Carers. *Monstrous Myths* was our third collaboration with The Richmond Theatre, The Churchill Theatre and ATG West End, culminating in over 70 young people performing at the Playhouse Theatre in the West End including 13 participants from our own summer school. *Just Dance* once again received overwhelmingly positive feedback from participants and their families.

Outreach, networking and other activities

Throughout the year we have held regular meetings with local schools to assess the needs of our "customers" and also with associated providers. We have continued to develop bespoke activities on request for local schools and other groups. These included training students from Ursuline High School in interview skills.

Adult Scriptwriting

We continued our collaboration with the Wimbledon Bookfest, with the older Youth Theatre group working with actors and performing winning entries.

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3. Financial Review

Overview

2010/11 was our seventh year of operation with the re-structured Trust and was again extremely satisfactory against the recurring difficult economic background. We raised £156,620 during the year compared with £133,379 in the previous year, an increase of 17.4%. In addition we received a number of donations in kind. The cost of raising these funds was £37,187 (2010 £18,792). Our governance costs were £960 (2010 £952) for Independent Examiner's fees and support costs were £269 (2010 £444). The balance of funds held at the year end was £178,959 compared with £142,185 at 31 March 2010.

There were commitments of £166,214 in place at 31 March 2011 leaving funds available of £12,745. This is in excess of the minimum reserve required but has been earmarked to meet the Trust's objective of undertaking sustainable projects i.e. being able to repeat successful projects in subsequent years and to increase our ability to deliver projects. No fixed assets have been purchased and the Trust has no employees. No operations were acquired during the year.

The rate at which funds can be spent depends critically on resource availability to deliver quality projects. The lead time for setting up projects is usually many months. The appointment of a full time Creative Learning Manager, funded by the Trust, enables us to plan and deliver projects more evenly and systematically and in consequence disburse our funds at a more even rate. Proceeds from the Mayor of Merton charity appeal will be received in the year 2011/12 and we are currently examining ways of supplementing our project delivery resource to be able to deliver more projects. Funding sources were other trusts, foundations, companies, local authorities or individuals. Our charitable expenditure in 2010/11 was £81,699 (2009/10 £67,178) an increase of 22%.

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 at the average project cost of about £5,000.

Audit

For several years our auditors, Strover Leader, have very kindly been undertaking our audit at a heavily discounted rate as a way of contributing to our charity. This year, following the implementation of changes to auditing standards, which have further increased the amount of work required, they advised that their audit work could not be carried out at less than cost as this could be perceived as a threat to their independence as auditors. As a result, if they were to continue to audit our accounts, their charges for doing so would have to rise significantly. We have therefore been investigating, with them, ways of reducing this cost so as to maximise funds can be channelled to our beneficiaries.

The 1993 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 the majority of charities. 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. Charity law provides that only those charities with gross income over £500,000 (or £250,000 if its assets exceed £3.26m) are required to have 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 rather small charities. However, the completion of these checklists cannot be avoided if a full audit is undertaken.

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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

After much discussion the Trustees concluded that there was significant financial benefit from switching to an Independent Examination and that it would provide sufficient assurance of financial probity. Trustees therefore unanimously agreed to switch to an Independent Examination by a qualified accountant and engaged Strover Leader to carry out an Independent Examination of the 2010/11 accounts.

4. Plans for future periods

Planned Projects

Express Yourself - SMART Centre

The SMART centre, based in Morden, is a Pupil Referral Unit (PRU) for students aged 11-16 from Merton secondary schools. Some pupils attend as part of a 'timed intervention' process (for a short period e.g. 1 term). Others are on permanent exclusion and may then move onto a special school or in some cases back into a mainstream establishment. There is also a small group of students who attend for a variety of physical and mental health reasons, usually for shorter periods of time. SMART also has links with a very small group of younger pupils, Lilac Class, based at nearby Liberty Primary School. SMART has a mix of girls and boys with up to 68 students attending (though numbers vary quite widely across the school year).

WCCTT hopes to offer a project at SMART during 2011/12 in the Express Yourself series. Provisional ideas include a multi-media project (song writing and production of CD and DVD), similar to Superhero at Melrose in 2010 or a project that offers students the opportunity to sing and learn a musical instrument, with the added production of a 'how we did it' DVD, filmed by the participants.

Express Yourself - Ricards Lodge School

Ricards Lodge is a secondary girl's school in Wimbledon, serving a broad demographic including a high proportion of students in receipt of free school meals or with English as a second language. Within Ricards Lodge there is a specialist unit, 'Cedar Base', for about 20 girls with speech and/or language difficulties. These could include stammers, elective / selective mutism, speech difficulties associated with deafness or hearing loss and underlying physical difficulties that effect language formation.

Difficulty with speaking or comprehending spoken language can have an extremely detrimental effect on progress and education achievement. It can hold back the ability to understand and access lessons, form social relationships and interact with peers and teachers.

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2011

WCTT would like to develop a project in the Express Yourself series with Cedar Base that explores with the girls different forms of communication – sign, body language, sounds, body percussion - with the intention of improving self esteem and developing more effective communication skills in preparation for working life. School staff would also receive training in new approaches to use with their students We are keen to use video to record a final product – this would provide the girls with tangible proof of achievement and help them gain positive recognition with their peers.

Summer Schools

In August 2011 the WCTT will once again sponsor places on NWT's summer schools for young people whose physical, financial or personal circumstances would normally preclude them taking part. We hope to include about 6 young people nominated by two of our partner organisations.

Schools Showcase 2011

Six local secondary schools will take part in the 2011 Schools Showcase. Though a smaller scale event than in 2010, we are working with the schools and NWT staff to ensure we can continue to improve the quality of the experience for the young performers. This year's Showcase is being themed around 'multiculturalism'.

Youth Theatre

We will carry on with a further year for the both groups of the Youth Theatre whose year runs from September to July. The Trust is also looking at ways to establish a third group.

Beginners Please

This year we had some difficulty continuing this popular programme due to lack of appropriate programming at the NWT. In 2011/12 we hope to broaden it once more and engage at least 250 disadvantaged or hard to reach young people and their families and carers in Merton.

In addition we will continue with the *Core Educational Programme*.

The Trust will continue to implement its longer term strategy agreed in January 2007 while taking a prudent approach consistent with the current difficult economic environment by:

- Focusing on fund raising aiming to raise above £175,000 in funds
- Continuing to implement its longer term sustainable fund raising strategy with the associated PR and marketing campaigns
- Growing a sustainable portfolio of successful projects and growing Beginners Please
- Continuing to build a portfolio of Express Yourself projects aimed at disadvantaged young people
- Broadening our ability to develop and deliver projects
- Working with community partners to investigate the possibilities of supported places for the Youth Theatre for young people with additional needs and explore other ways of increasing provision.
- Continuing with the core creative learning programmes linked to NWT productions
- Continuing to build an outline pipeline of projects awaiting funding
- Living within our means

By order of the Board


.....
Mike Rappolt
Chairman

21/6/2011

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

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
WIMBLEDON CIVIC THEATRE TRUST LIMITED**

I report on the accounts for the year ended 31 March 2011 set out on pages 16 to 21.

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 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 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.

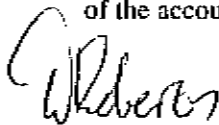
Independent examiner's statement

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.



D L Roberts FCA DChA
Chartered Accountant and Registered Auditor
Strover Leader & Co,
Chartered Accountants
Barry House, 20-22 Worple Road
London, SW19 4DH

Date: 21/6/2011

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

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2011

	Notes	Unrestricted Funds £	Restricted Funds £	2011 Total funds £	2010 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	21,611	35,000	56,611	53,678
Activities for generating funds	3	99,933	-	99,933	79,691
Investment income	4	76	-	76	10
Total incoming resources		121,620	35,000	156,620	133,379
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	5	37,187	-	37,187	18,792
Charitable activities	6	60,085	21,614	81,699	67,178
Governance costs	7	960	-	960	952
Total resources expended		98,232	21,614	119,846	86,922
NET INCOMING RESOURCES		23,388	13,386	36,774	46,457
RECONCILIATION OF FUNDS					
Total funds brought forward		116,185	26,000	142,185	95,728
TOTAL FUNDS CARRIED FORWARD		139,573	39,386	178,959	142,185

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

**BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2011**

	Notes	Unrestricted Funds £	Restricted funds £	2011 Total £	2010 Total £
CURRENT ASSETS					
Cash at bank		140,533	39,386	179,919	143,137
CREDITORS					
Amounts falling due within one year	11	-960	-	-960	-952
NET CURRENT ASSETS		<u>139,573</u>	<u>39,386</u>	<u>178,959</u>	<u>142,185</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>139,573</u>	<u>39,386</u>	<u>178,959</u>	<u>142,185</u>
NET ASSETS		<u>139,573</u>	<u>39,386</u>	<u>178,959</u>	<u>142,185</u>
FUNDS					
Unrestricted funds	12			139,573	116,185
Restricted funds	12			39,386	26,000
TOTAL FUNDS				<u>178,959</u>	<u>142,185</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2011. The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2011 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 21/6/2011
and were signed on its behalf by:

.....
M S J Rappolt - Trustee

.....
C L Douse - Trustee

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011**

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities.

1.2 Incoming resources

All incoming resources are included on the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. It comprises grants received and other income. Voluntary income comprises grants, donations and gifts and is included in incoming resources when receivable. 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 auditors' fees and costs of the AGM and board of trustees.

1.4 Lottery grants

Lottery grants received from the National Lottery through the Arts Council of England in respect of the Theatre's re-development programme were credited to the Statement of Financial Activities on a receivable basis and credited to a restricted reserve as applied to the redevelopment. This reserve is reduced by transfers of amounts equivalent to the depreciation charges applied in respect of the redevelopment costs over the expected useful life of the relevant assets.

1.5 Taxation

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

1.6 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

1.7 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.

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

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011**

2	VOLUNTARY INCOME		
		2011	2010
		£	£
	Donations	<u>56,611</u>	<u>53,678</u>
3	ACTIVITIES FOR GENERATING FUNDS		
		2011	2010
		£	£
	Gala dinner	86,139	58,751
	Lighthouse fundraiser	-	20,940
	Other fundraising activities	<u>13,794</u>	<u>-</u>
		<u>99,933</u>	<u>79,691</u>
4	INVESTMENT INCOME		
		2011	2010
		£	£
	Deposit account interest	<u>76</u>	<u>10</u>
5	COST OF GENERATING VOLUNTARY INCOME		
		2011	2010
		£	£
	Sundries	4,771	-
	Gala dinner	<u>32,416</u>	<u>18,792</u>
		<u>37,187</u>	<u>18,792</u>
6	CHARITABLE ACTIVITIES COSTS		
		2011	2010
		£	£
	General	<u>81,699</u>	<u>67,178</u>
7	GOVERNANCE COSTS		
		2011	2010
		£	£
	Independent examiner's fee	<u>960</u>	<u>952</u>

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

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011**

8 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2011	2010
	£	£
Independent examiner's fee	960	952
Depreciation - owned assets	<u> -</u>	<u> -</u>

9 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2011 nor for the year ended 31 March 2010.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2011 nor for the year ended 31 March 2010.

10 TANGIBLE FIXED ASSETS

	Refurbishment Costs £
COST	
At 1 April 2010 and 31 March 2011	<u>2,738,115</u>
DEPRECIATION	
At 1 April 2010 and 31 March 2011	<u>2,738,115</u>
NET BOOK VALUE	
At 31 March 2011	<u> -</u>
At 31 March 2010	<u> -</u>

Furniture and equipment – original cost £12,960 in 2004

Leasehold improvements - original cost £2,725,115 in 2004/05

11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2011	2010
	£	£
Other creditors	<u>960</u>	<u>952</u>

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

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011**

12 MOVEMENT IN FUNDS

	At 1/4/10 £	Net movement in funds £	At 31/3/11 £
Unrestricted funds			
General Fund	116,185	23,388	139,573
Restricted funds			
Restricted	<u>26,000</u>	<u>13,386</u>	<u>39,386</u>
TOTAL FUNDS	<u>142,185</u>	<u>36,774</u>	<u>178,959</u>

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

	Incoming resources £	Resources Expended £	Movement in funds £
Unrestricted funds			
General Fund	121,620	(98,232)	23,388
Restricted funds			
Restricted	<u>35,000</u>	<u>(21,614)</u>	<u>13,386</u>
TOTAL FUNDS	<u>156,620</u>	<u>(119,846)</u>	<u>36,774</u>

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

Donations of £21,000 were received from the Taylor Family Foundation. I R Taylor is a trustee of Taylor Family Foundation. P M Beckwith was a director until 1 March 2010 and J D Simpson until 31 October 2009 of The Ambassador Theatre Group Limited which operated the New Wimbledon Theatre throughout the period. Payments included in direct charitable expenditure amounting to £84,468 were made to the New Wimbledon Theatre in the year to reimburse costs incurred by them on behalf of the charity.