

Theatre Nemo
(A company limited by guarantee)

Report and Financial Statements

Year Ended 31 March 2014

Charity No: SC028427
Company No: SC191338

Theatre Nemo

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Theatre Nemo

Reference and Administrative Information Year Ended 31 March 2014

DIRECTORS:

Jacqueline Lamont (Chair)	Appointed December 2013
David Walker	
Nicolas White	Appointed May 2014
Stuart Fair	Resigned March 2014
Jason Dawes	Resigned July 2013
Della Martin	Resigned January 2014
Andy McCarle	Resigned February 2014

COMPANY SECRETARY:

Doris Williamson

CHIEF EXECUTIVE:

Isabel McCue

CHARITY REGISTRATION NUMBER:

SC028472

COMPANY REGISTRATION NUMBER:

SC191338

REGISTERED OFFICE AND OPERATIONAL ADDRESS:

The Briggait
Unit 235
141 Bridgegate
Glasgow
G1 5HZ

INDEPENDENT EXAMINER:

John Di Mambro CA
John Di Mambro & Co.
Chartered Accountants
16 Muir Street
Hamilton
ML3 6EP

Theatre Nemo

Report of the Directors Year Ended 31 March 2014

The Directors have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2014.

The directors of the company, who are also charity trustees for the purposes of charity law, who served throughout the year and up to the date of this report together with particulars of the principal address of the charity and details of its professional advisers are listed on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated in 1999. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Directors

New directors are appointed at the discretion of the Board. There is no fixed term for directorship. Directors share the same interests and values as Theatre Nemo and try their best to promote it in a positive way.

Trustee Induction and Training

Many of our trustees live in the local area and are familiar with the work of our organisation. As part of our selection process prospective trustees are invited to the office base where they are made aware of their legal obligations under charity and company law and given more detail about the variety of projects we undertake. They are then invited to attend a Board meeting before making a final decision.

New trustees then attend a short induction and training session where they are briefed on the content of the Memorandum and Articles of Association, the decision making process, the business plan and recent financial performance of the charity.

Organisational Structure

The Board of Directors meets monthly. A Chief Executive is appointed by the directors to administer the day to day operations of the charity. The Chief Executive has delegated authority, as approved by the directors, for operational matters including finance, employment and project related activity.

Risk Management

The directors have a risk management strategy which comprises:

- an annual review of the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks identified; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

OBJECTIVES AND ACTIVITIES

The charitable objective of Theatre Nemo is to promote good mental health and wellbeing through the performing arts.

We believe that participation in the arts, and the performing arts in particular, enrich the mental wellbeing of everyone who takes part, whatever the current state of their mental health. The performing arts – music, dance, drama, puppetry, film & video etc. can provide new communication methods, improved self-esteem, team building, peer group support, creative development and many other benefits. The performing arts have the potential to improve quality of life both individually and collectively.

Theatre Nemo

Report of the Directors Year Ended 31 March 2014

ACHIEVEMENTS AND PERFORMANCE

Introduction from Jacqui Lamont Chair of the Board of Directors

Dear Stakeholders and Members

I am honoured to have been appointed Chair of the Board and I am delighted to have been involved in the past years achievements and look forward to many more achievements over the next year.

We are very ambitious about what we want to achieve. Our vision is to continue to promote social integration and community involvement through holistic approaches that support people to release their potential and move forward in their journey with confidence and empowerment that enables them to live a happy healthy life.

We need better recognition of who we are and what we do to enable us to have a greater impact and we are ambitiously developing our business strategy to help us achieve this.

I am pleased to report that during the financial year we have been able to secure funding that has enabled us to provide extremely exciting and interesting projects. The following are a few of the projects we have been working on this year.

130 years of Barlinnie highlighted some extremely important issues faced by our most excluded and deprived members of society and produced some interesting facts and positive feedback.

Our community groups have given excellent feedback from the numerous art forms that take place in our workshop space in the centre of town. Drama, Choir, Animation, Our community drama group devised a piece for the Scottish Mental Health Arts and Film Festival 'Rewind' A what if things were done differently scenario and "Life" highlighting importance of reflection in positive decision making.

Projects within psychiatric hospitals, I'm ok, Parkhead Art and The Great escape were a great success and the people involved plus hospital staff could see a change in behaviour and moods it was a great achievement as some of the patients had found it very difficult to engage in other activities previously.

All of our projects this year have given people structure and support in moving on and having the confidence to try new skills, demonstrating the flexibility of Theatre Nemo to deliver high quality services efficiently with the greatest achievement being the reported outcomes for the people involved, with the largest feedback being that they were feeling much more confident, felt happier and less isolated in the community.

The importance of the funding in this uncertain economic climate is paramount, and our successful applications have had an unprecedented impact on the people involved in the arts groups and for this we would like to thank all of our funders and look forward to continuous funding opportunities in the future.

In terms of leadership we continue to strengthen the role of the board and have welcomed new members and trustees to the board and are facilitating the board members and trustees to become more involved in our work and make use of their skills in order to strengthen our strategic business plan for the future.

On behalf of all board members and trustees I would like to extend my gratitude to a wonderful team, a relentless Chief Executive, faithful volunteers and dedicated employees and members whom without their hard work and dedication this would not be possible

Best wishes

Jacqueline Lamont

Theatre Nemo

Report of the Directors Year Ended 31 March 2014

ACHIEVEMENTS AND PERFORMANCE (contd.)

A message from our Chief Executive

This has been a year to celebrate; our members have experienced some wonderful creative activities, with culture and the arts playing a major part in promoting good mental health and wellbeing and combatting stigma and isolation.

Throughout the year we have provided creative project in the community, psychiatric hospitals and prisons engaging with over 200 vulnerable people.

Much has been achieved in the community with Drama, Taiko drumming, choir visual art and animation. This engagement in the community is vital in creating a safe place for social integration and friendships supporting people leaving institutions and returning to a sometimes hostile community.

We are sorry that we have had to say goodbye to two of our hard working board members Della Martin (chair) and Stuart Fair, who have stepped down due to work commitments Andrew McCarle has also had to step down due to personal commitments we thank them for all their support over the years and wish them well. We welcomed on board Jacquie Lamont as our new Chair Person and Nicolas White (Director) and look forward to working with them to drive our ambitious plans forward helping us to reach out and support more people.

This year we have worked to improve governance and are undertaking an ambitious business plan, with financial risk assessment ensuring we safeguard the charity, making sure we are here for our members and future members in the years to come.

The group who must take centre stage in this is our members within the community, in the psychiatric hospitals and in prison. They take the opportunity offered and they make life changes for themselves. All of this is achievable through our team of facilitators who help and support our members through this creative journey all of them make Theatre Nemo. A big thank you to our wonderful team of faithful volunteers who support the creative workshops and help to organize social and fundraising events.

A special thanks to all our funders, without their support much of this work would not have taken place.

Lankelly Chase for Psychiatric Hospitals. A personal donation from Nick Page supported our "Big Art" project.

Unrestricted Funding from The Bromley trust has supported our overheads and staff, this has made a great contribution to all our work.

See Me supported projects with Young Carers, Barack for project with Young Carers. SPS has supported our work in Barlinnie, Edinburgh and Corntonvale.

Awards for all supported our community projects. The Robertson Trust covered some of our staff cost.

The Change fund provided funding for creative project and independent evaluation re our pilot mentoring project in Barlinnie.

Network for social change for: upgrading and refurbishing studio.

At the end of the financial year March 2014 Funding was acquired from the Ready for Business Fund to employ a Business Development Manager. This post was taken up by Gordon Liddle in May 2014.

Much more information on all our projects and just what difference this is making to peoples lives can be found on our web site www.theatrenemo.org

Wishing you all good mental health and wellbeing

Isabel McCue

Theatre Nemo

Report of the Directors Year Ended 31 March 2014

FINANCIAL REVIEW

The Statement of Financial Activities shows a net income for the year of £32,850, an improvement on the £8,427 achieved in 2012/13. Retained funds at 31 March 2014 were £116,307. Of these funds approximately £71,000 is restricted or designated for specific purposes, leaving £45,000 available to meet all day to day running costs and continuing statutory commitments for the coming year.

Reserves Policy

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level to provide sufficient funds to cover management, administration and support costs.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board on 31 July 2014 and signed on its behalf by:



Jacqueline Lamont
Chair Person

Theatre Nemo

Independent Examiner's Report to the Trustees of Theatre Nemo

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 7 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

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.



John Di Mambro C.A.
John Di Mambro & Co
Chartered Accountants
16 Muir Street
Hamilton
ML3 6EP

Dated: 11/8/14

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Statement of Financial Activities (including an Income and Expenditure Account)

Year Ended 31 March 2014

	Notes	Unrestricted funds £	Restricted funds £	Total 2014 £	Total 2013 £
Incoming Resources					
Incoming resources from generated funds					
Voluntary income		3,444	-	3,444	6,367
Activities for generating funds		1,453	-	1,453	-
Interest received		384	-	384	27
Incoming resources from charitable activities					
Grants	2	15,000	117,945	132,945	90,245
Service fees		33,307	-	33,307	15,358
Total incoming resources		<u>53,588</u>	<u>117,945</u>	<u>171,533</u>	<u>111,997</u>
Resources Expended					
	3				
Charitable activities		57,313	80,029	137,342	102,066
Governance costs		1,341	-	1,341	1,504
Total resources expended		<u>58,654</u>	<u>80,029</u>	<u>138,683</u>	<u>103,570</u>
Net income / (expenditure) before transfers		(5,066)	37,916	32,850	8,427
Transfers	10	11,492	(11,492)	-	-
Net movement in funds after transfers		<u>6,426</u>	<u>26,424</u>	<u>32,850</u>	<u>8,427</u>
Total funds brought forward		54,152	29,305	83,457	75,030
Total funds carried forward		<u>60,578</u>	<u>55,729</u>	<u>116,307</u>	<u>83,457</u>

All amounts derive from continuing operations.

All gains and losses recognised in the year are included in the Income and Expenditure Account

The notes on pages 9 to 13 form part of these financial statements

Theatre Nemo
(Company Number: SC191338)

Balance Sheet
As at 31 March 2014

	Notes	2014		2013	
		£	£	£	£
FIXED ASSETS:					
Tangible assets	6		15,212		9,148
CURRENT ASSETS:					
Debtors	7	1,172		4,092	
Cash in bank and on hand		102,615		102,646	
		<u>103,787</u>		<u>106,738</u>	
CREDITORS: Due within one year	8	(2,692)		(32,429)	
NET CURRENT ASSETS			101,095		74,309
NET ASSETS			<u>116,307</u>		<u>83,457</u>
FUNDS					
Unrestricted	10		60,578		45,004
Restricted	11		55,729		29,305
			<u>116,307</u>		<u>74,309</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

The Members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2012 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its income and expenditure account 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 company.

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

Approved by the board of directors on 31 July 2014 and signed on its behalf by:



Jacqueline Lamont
Chair Person

The notes on pages 9 to 13 form part of these financial statements

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2014

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006, the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 and the Financial Reporting Standard for Smaller Entities (effective 2008).

Incoming resources

Voluntary income including donations, gifts and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies that the grant or donation must be used in future accounting periods, or when the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from service fees is recognised as earned (as the related services are performed).

Income from investments is included in the year in which it is receivable.

Income from charitable activities include income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as related goods or services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Resources expended

Expenditure is recognised on an accruals basis when liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Depreciation

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows:-

Fixtures, fittings and equipment	-	25% straight line
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Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for any other purposes.

Designated funds comprise funds that have been set aside by the trustees for particular purposes. The aim of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which have to be used in accordance with specific restrictions imposed by grant bodies or donors. The purpose of each restricted fund is set out in the notes to the financial statements.

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2014

2. GRANTS

	Unrestricted £	Restricted £	Total 2014 £	Total 2013 £
Bromley Trust	15,000	-	15,000	15,000
Lankelly Chase Foundation	-	58,235	58,235	9,265
Robertsons Trust	-	13,500	13,500	13,500
Network for Social Change	-	2,500	2,500	8,612
Barrack Trust	-	2,000	2,000	-
See Me	-	3,200	3,200	-
Foundation Scotland	-	16,145	16,145	-
Creative Scotland	-	22,365	22,365	-
Big Lottery Fund	-	-	-	2,000
Awards For All	-	-	-	9,239
Scottish Government	-	-	-	13,740
Heritage Lottery Fund	-	-	-	9,700
Hugh Fraser Foundation	-	-	-	3,000
TSB Foundation	-	-	-	4,000
Glasgow City Council	-	-	-	2,189
	<u>15,000</u>	<u>117,945</u>	<u>132,945</u>	<u>90,245</u>

3. RESOURCES EXPENDED

	Unrestricted £	Restricted £	Total 2014 £	Total 2013 £
Charitable activities				
Staff costs	47,313	37,202	84,515	58,659
Project delivery costs	-	31,766	31,766	20,301
Support costs	10,000	11,061	21,061	23,106
	<u>57,313</u>	<u>80,029</u>	<u>137,342</u>	<u>102,066</u>
Governance costs				
Independent examiners fees	<u>1,341</u>	<u>-</u>	<u>1,341</u>	<u>1,504</u>

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2014

4. STAFF COSTS AND NUMBERS

Staff costs were as follows:

	2014 £	2013 £
Salaries	76,194	53,518
Social security costs	4,750	4,089
Staff training	3,571	1,052
	<u>84,515</u>	<u>58,659</u>

No employee received emoluments of more than £60,000.

The average number of employees during the year, calculated on the basis of a head count, was five (2013 - five).

5. TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

Board Member Andrew McCarle received payments totalling £2,652 over the period. This was for travel expenses from Dundee to Glasgow on a twice weekly basis, one day a week for Mentorship training and one day a week while assisting with our drama workshops and Mentorship Pilot Scheme within HMP Barlinnie.

Board Member Jacqui Lamont received payments totalling £191 being travel expenses for visits on four occasions to Edinburgh while assisting in researching the 130 years history of HMP Barlinnie and also while delivering talks to Universities on Theatre Nemo's approach and creative work in prisons.

No other directors received any remuneration or expenses during the year (2013: Nil).

6. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment £	Total £
COST:		
At 1 April 2013	15,971	15,971
Additions	12,762	12,762
At 31 March 2014	<u>28,733</u>	<u>28,733</u>
DEPRECIATION:		
At 1 April 2013	6,823	6,823
Charge for year	6,698	6,698
At 31 March 2014	<u>13,521</u>	<u>13,521</u>
NET BOOK VALUE:		
At 31 March 2014	<u>15,212</u>	<u>15,212</u>
At 31 March 2013	<u>9,148</u>	<u>9,148</u>

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2014

7. DEBTORS

	2014 £	2013 £
Trade debtors	-	2,150
Other debtors	583	272
Prepayments and accrued income	589	1,670
	1,172	4,092

8. CREDITORS: Falling due within one year

	2014 £	2013 £
Accrued charges and deferred income	2,692	32,393
Other creditors	-	36
	2,692	32,429

9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds			Total funds £
	General fund £	Designated fund £	Restricted funds £	
Tangible fixed assets	-	15,212	-	15,212
Current assets	48,058	-	55,729	103,787
Current liabilities	(2,692)	-	-	(2,692)
	45,366	15,212	55,729	116,307

10. UNRESTRICTED FUNDS

	Balance at 01.04.13 £	Incoming £	Outgoing £	Transfers £	Balance at 31.03.14 £
General fund	45,004	53,588	(51,956)	(1,270)	45,366
Designated Asset fund	9,148	-	(6,698)	12,762	15,212
Total Unrestricted funds	54,152	53,588	(58,654)	11,492	60,578

Purposes of Designated Fund

The Designated Asset fund represents the net realisable value of the assets held by the charity. Transfers to this fund represent the cost of assets purchased during the year.

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2014

11. RESTRICTED FUNDS

	Balance at 01.04.13 £	Incoming £	Outgoing £	Transfers £	Balance at 31.03.14 £
Lankelly Chase Foundation	1,807	58,235	(13,223)	-	46,819
Robertson Trust	-	13,500	(13,500)	-	-
Creative Scotland	-	22,365	(13,455)	-	8,910
Scottish Government	8,800	-	(8,800)	-	-
Network for Social Change	8,612	2,500	(5,613)	(5,499)	-
Heritage Lottery Fund	7,003	-	(7,003)	-	-
TSB - Workshop Facilitators	3,083	-	(3,083)	-	-
Barrack Trust	-	2,000	(2,000)	-	-
See Me	-	3,200	(3,200)	-	-
Foundation Scotland	-	16,145	(10,152)	(5,993)	-
	<u>29,305</u>	<u>117,945</u>	<u>(80,029)</u>	<u>(11,492)</u>	<u>55,729</u>

Purposes of Restricted Funds

Lankelly Chase Foundation: Providing funding towards the cost of taking arts activities into secure psychiatric settings and towards the cost of a part-time administrator.

Robertson Trust: Donation towards the cost of Services within Prisons.

Creative Scotland: Salary funding for the Evolved Arts project.

Scottish Government; Grant funding for a Mentorship Programme.

Network for Social Change: Funding received for the refurbishment of the premises with emphasis on creating a display area.

Heritage Lottery Fund: Provide finance for the Who Built Barlinnie project.

TSB – Workshop Facilitators: Funding provide from TSB for workshop facilitators.

Barrack Trust: Funds to deliver a Young Carers project in partnership with GAMH.

See Me: Funds to deliver a Young Carers project in partnership with GAMH.

Foundation Scotland: Funding to employ a Business Development Manager for one year and to purchase some equipment.

Theatre Nemo

Detailed Income and Expenditure Account Year Ended 31 March 2014

	2014 £	2013 £
Income		
Donations	3,444	6,367
Fundraising	1,453	-
Interest received	384	27
Grants	132,945	90,245
Service fees	33,307	15,358
Total income	<u>171,533</u>	<u>111,997</u>
Expenditure		
<i>Staff costs</i>		
Wages & salaries	80,944	57,607
Staff training	3,571	1,052
<i>Project delivery costs</i>		
Workshops & performance fees	22,151	15,034
Materials & production costs	3,882	-
Volunteer expenses	300	295
Travelling expenses	2,060	1,046
Consultancy fees	2,659	2,500
Catering & events	714	1,426
<i>Support costs</i>		
Rent	7,130	13,430
Hall hire	600	224
Insurance	1,525	1,286
Heat & light	900	905
Printing, postage & stationery	1,458	945
PR & marketing	360	861
Repairs & maintenance	543	949
Telephone	564	893
General expenses	825	666
Payroll fees	458	352
Depreciation	6,698	2,595
<i>Governance costs</i>		
Independent examiners fees	1,341	1,504
Total expenditure	<u>138,683</u>	<u>103,570</u>
Net surplus for year	<u><u>32,850</u></u>	<u><u>8,427</u></u>

This page does not form part of the statutory accounts