

Theatre Nemo
(A company limited by guarantee)

Report and Financial Statements

Year Ended 31 March 2016

Charity No: SC028427
Company No: SC191338

Theatre Nemo

Index to the Financial Statements Year Ended 31 March 2016

	Page
Reference and Administrative Information	1
Report of the Directors	2
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8

Theatre Nemo

Reference and Administrative Information Year Ended 31 March 2016

DIRECTORS:

Beth McMaster (Acting Chair)
Gillian Caughey (Treasurer)
Isabel McCue
David Walker
Nicolas White
Michel Syrett (appointed February 2016)
Joseph Connolly (appointed March 2016)

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 2016

The Directors have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2016.

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 2016

ACHIEVEMENTS AND PERFORMANCE

Dear Stakeholders and Members

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.

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.

Community Projects

Between April and December 2015 our community projects continued to deliver Drama, Guitar and Taiko sessions, producing events and productions throughout the year that celebrated our beneficiaries achievements.

Our Taiko Drumming group was also proud to be invited to perform at events at Glasgow University and Dynamic Earth.

From January 2016 we have been able to also provide Visual Art courses and Instrument Making, this is thanks to a year-long grant from the Scottish Power Foundation that will fund all of our community work through till December 2016.

Partnerships

Partnership working is an important part of theatre Nemo's delivery and connection to the wider 3rd sector. This year we worked for the first time on a collaborative project with Venture Trust and Turning Point's 218 Project. The project "Women in Focus" supported a group of women resident at 218, Theatre Nemo artists worked with the women to create a photographic record of their experiences and hopes for their future while receiving support from 218 staff and experiencing a wilderness journey with Venture Trust. It is hoped that this partnership will become an annual fixture in our calendar.

The final Reach Out projects took place this year in partnership with SAMH, this project, led by SAMH, brings groups of 6-8 individuals together to allow them to participate in an agreed activity, as well as personal development sessions over a twelve week period. The programme supports participants to develop resilience and coping strategies encouraging self-management of their condition.

Dundee Community Justice Centre is a facility that supports women returning to the community from custody. We delivered a drama project over a 12 week period working with a small group of women, the project has been very successful and there are attempts to rerun the course.

Hospitals

Theatre Nemo continue to receive many referrals from Occupational Therapy departments throughout NHS GG&C Psychiatric services and Community Mental health teams. This has supported many peoples transition from hospital to community.

Within hospitals this year one of the highlights was our Art project at Leverndale. We were tasked with providing a project that would improve the environment where patients take part in creative and therapeutic activities. Working with a group of patients and staff our artist supported the process of designing and creating a mosaic style mural on small canvases that stretched from the entrance door along the corridor to the activity rooms. The feedback from other patients and staff have been extremely positive and that the work has created the desired effect of creating a more welcoming and stimulating environment.

We are seeking a more substantive contribution from the NHS for Theatre Nemo supporting activities.

Theatre Nemo

Report of the Directors Year Ended 31 March 2016

ACHIEVEMENTS AND PERFORMANCE (cont.)

The Board

We are delighted to welcome Joe Connelly and Michel Syrett to the Board.

We would like to take this opportunity to congratulate Isabel McCue who was awarded an MBE at this year's New Year's Honours, this is testimony to the enormous contribution she has made in growing Theatre Nemo and recognition to its rising profile.

The importance of the funding we have received in this uncertain economic climate is paramount, and our successful applications have had an invaluable impact in the people involved in all of our projects, for this we would like to thank all our funders and look forward to continued funding opportunities in the future

On behalf of the board I would like to extend my gratitude to a wonderful staff team, faithful volunteers and members whom without their hard work and dedication our achievements would not be possible.

Best Wishes
Beth McMaster
Acting Chair

FINANCIAL REVIEW

The Statement of Financial Activities shows a net surplus for the year of £12,169 compared with a net deficit of £5,753 in 2015. Retained funds at 31 March 2016 were £122,723. Of these funds £50,720 are restricted funds and £7,944 are designated for specific purposes, leaving £64,059 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 6 September 2016 and signed on its behalf by:



Beth McMaster
Acting Chair

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 2016 which are set out on pages 6 to 12.

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 (as amended). 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 (as amended). 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 (as amended), and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended)

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: 27.9.16

Theatre Nemo

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

Year Ended 31 March 2016

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Incoming Resources					
Incoming resources from generated funds					
Voluntary income		3,491	-	3,491	10,437
Interest received		25	-	25	29
Incoming resources from charitable activities					
Grants	2	15,000	65,221	80,221	95,537
Service fees		21,126	-	21,126	31,052
Other income		-	-	-	589
Total incoming resources		<u>39,642</u>	<u>65,221</u>	<u>104,863</u>	<u>137,644</u>
Resources Expended					
Charitable activities	3	32,554	60,140	92,694	143,397
Total resources expended		<u>32,554</u>	<u>60,140</u>	<u>92,694</u>	<u>143,397</u>
Net income / (expenditure) before transfers		7,088	5,081	12,169	(5,753)
Transfers	11	60	(60)	-	-
Net movement in funds after transfers		<u>7,148</u>	<u>5,021</u>	<u>12,169</u>	<u>(5,753)</u>
Total funds brought forward		64,855	45,699	110,554	116,307
Total funds carried forward		<u>72,003</u>	<u>50,720</u>	<u>122,723</u>	<u>110,554</u>

All amounts derive from continuing operations.

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

Theatre Nemo
(Company Number: SC191338)

Balance Sheet
As at 31 March 2016

	Notes	2016 £	2015 £
FIXED ASSETS:			
Tangible assets	6	7,944	13,639
CURRENT ASSETS:			
Debtors	7	2,240	18,243
Cash in bank and on hand		116,004	87,754
		<u>118,244</u>	<u>105,997</u>
CREDITORS: Due within one year	8	<u>(3,465)</u>	<u>(9,082)</u>
NET CURRENT ASSETS		114,779	96,915
NET ASSETS		<u>122,723</u>	<u>110,554</u>
FUNDS			
Unrestricted	10	72,003	64,855
Restricted	11	50,720	45,699
		<u>122,723</u>	<u>110,554</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

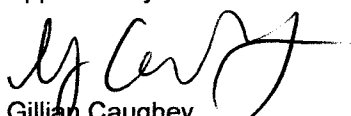
The Members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which 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 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 January 2015).

Approved by the board of directors on 6 September 2016 and signed on its behalf by:


Gillian Caughey
Treasurer

**Notes to the financial statements
Year Ended 31 March 2016**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

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
----------------------------------	---	-------------------

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 2016

2. GRANTS

	Unrestricted £	Restricted £	Total 2016 £	Total 2015 £
Bromley Trust	15,000	-	15,000	15,000
See Me	-	20,003	20,003	19,782
Moffat Charitable Trust	-	5,000	5,000	-
Scottish Power Foundation	-	38,118	38,118	-
GCC Co-operative	-	2,100	2,100	-
Foundation Scotland - ERF	-	-	-	30,457
Big Lottery Fund	-	-	-	9,943
Awards For All	-	-	-	7,300
Co-operative Group	-	-	-	1,800
Clothworkers Foundation	-	-	-	2,000
Foundation Scotland - Women's fund	-	-	-	1,800
Creative Scotland	-	-	-	7,455
	15,000	65,221	80,221	95,537

3. RESOURCES EXPENDED

	Unrestricted £	Restricted £	Total 2016 £	Total 2015 £
Charitable activities				
Staff costs	9,958	30,794	40,752	75,006
Project delivery costs	8,582	18,540	27,122	38,537
Support costs	12,574	10,806	23,380	28,414
Governance costs	1,440	-	1,440	1,440
	32,554	60,140	92,694	143,397

4. STAFF COSTS AND NUMBERS

Staff costs were as follows:

	2016 £	2015 £
Salaries	38,776	69,413
Social security costs	1,494	3,708
Staff training	482	1,885
	40,752	75,006

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 two (2015 - five).

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2016

5. TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

No trustee received any remuneration during the year. One (2015: None) trustee was reimbursed travel expenses of £350 (2015: Nil).

6. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment £	Total £
COST:		
At 1 April 2015	34,983	34,983
Additions	960	960
At 31 March 2016	<u>35,943</u>	<u>35,943</u>
DEPRECIATION:		
At 1 April 2015	21,344	21,344
Charge for year	6,655	6,655
At 31 March 2016	<u>27,999</u>	<u>27,999</u>
NET BOOK VALUE:		
At 31 March 2016	<u>7,944</u>	<u>7,944</u>
At 31 March 2015	<u>13,639</u>	<u>13,639</u>

7. DEBTORS

	2016 £	2015 £
Trade debtors	-	8,328
Other debtors	1,297	9,259
Prepayments and accrued income	943	656
	<u>2,240</u>	<u>18,243</u>

8. CREDITORS: Falling due within one year

	2016 £	2015 £
Accrued charges	3,465	1,440
Deferred income	-	7,642
	<u>3,465</u>	<u>9,082</u>

Theatre Nemo

Notes to the financial statements Year Ended 31 March 2016

9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds			Total funds
	General fund	Designated fund	Restricted funds	
	£	£	£	£
Tangible fixed assets	-	7,944	-	7,944
Current assets	65,499	-	52,745	118,244
Current liabilities	(1,440)	-	(2,025)	(3,465)
	<u>64,059</u>	<u>7,944</u>	<u>50,720</u>	<u>122,723</u>

10. UNRESTRICTED FUNDS

	Balance at 01.04.15 £	Incoming £	Outgoing £	Transfers £	Balance at 31.03.16 £
General fund	51,216	39,642	(25,899)	(900)	64,059
Designated Asset fund	13,639	-	(6,655)	960	7,944
Total Unrestricted funds	<u>64,855</u>	<u>39,642</u>	<u>(32,554)</u>	<u>60</u>	<u>72,003</u>

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.

11. RESTRICTED FUNDS

	Balance at 01.04.15 £	Incoming £	Outgoing £	Transfers £	Balance at 31.03.16 £
Lankelly Chase Foundation	23,422	-	(23,422)	-	-
Creative Scotland	167	-	(160)	(7)	-
Awards for All	1,487	-	(1,464)	(23)	-
See Me	17,449	20,003	(20,262)	-	17,190
Foundation Scotland - ERF	(35)	-	-	35	-
Big Lottery - Celebrate	5	-	-	(5)	-
Co-operative Group	1,344	-	(1,344)	-	-
Clothworkers Foundation	60	-	-	(60)	-
Foundation Scotland - Women's Fund	1,800	-	(1,800)	-	-
Moffat Charitable Trust	-	5,000	(1,813)	-	3,187
ScottishPower Foundation	-	38,118	(7,775)	-	30,343
GCC Co-operative	-	2,100	(2,100)	-	-
	<u>45,699</u>	<u>65,221</u>	<u>(60,140)</u>	<u>(60)</u>	<u>50,720</u>

Minor under/over spends on completed projects totalling £60 were transferred to the General Fund.

**Notes to the financial statements
Year Ended 31 March 2016**

11. RESTRICTED FUNDS (Cont.)

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.

Creative Scotland: Salary funding for the Evolved Arts project.

Awards for All: To deliver visual art classes throughout the year providing opportunities, for people in the community who are isolated through their experiences of poor mental health, to engage in positive social and creative activities.

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

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

Big Lottery – Celebrate: To deliver Choir and Taiko drumming projects that culminate in performances throughout the commonwealth games cultural festival.

Co-operative Group: To continue to deliver choir projects throughout the year.

Clothworkers Foundation: For the purpose of purchasing iPads to be used for evaluation data collection.

Foundation Scotland – Women's Fund: To deliver Drama programs for women in partnership with Dundee Criminal Justice Social Work.

Moffat Charitable Trust – To provide one block of Guitar and Instrument making workshops within the community.

ScottishPower Foundation – To provide three blocks each of Drama, Visual Art, Guitar and Taiko Drumming sessions in the community and three events during the year.

GCC Co-operative – To develop a database for Arts organisations to share resources.

Theatre Nemo

Detailed Income and Expenditure Account Year Ended 31 March 2016

	2016 £	2015 £
Income		
Donations	3,491	10,437
Interest received	25	29
Grants	80,221	95,537
Service fees	21,126	31,052
Other income	-	589
Total income	104,863	137,644
Expenditure		
<i>Staff costs</i>		
Wages & salaries	40,270	73,121
Staff training	482	1,885
<i>Project delivery costs</i>		
Workshops & performance fees	22,884	19,881
Materials & production costs	1,401	1,657
Volunteer expenses	32	275
Travelling expenses	2,632	2,563
Consultancy fees	-	13,434
Catering & events	173	727
<i>Support costs</i>		
Rent	9,856	9,791
Venue hire	1,497	866
Insurance	1,537	1,531
Heat & light	840	1,160
Printing, postage & stationery	567	969
PR & marketing	120	3,211
Repairs & maintenance	79	804
Telephone	1,131	1,377
General expenses	549	498
Bad debts	240	-
Payroll fees	309	384
Depreciation	6,655	7,823
<i>Governance costs</i>		
Independent examiners fees	1,440	1,440
Total expenditure	92,694	143,397
Net surplus / (deficit) for year	12,169	(5,753)