

Theatre Nemo
(A company limited by guarantee)

Report and Financial Statements

Year Ended 31 March 2019

Charity No: SC028427
Company No: SC191338

Theatre Nemo

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Theatre Nemo

Reference and Administrative Information Year Ended 31 March 2019

DIRECTORS:

Michel Syrett (Chair)
Beth McMaster (Vice Chair)
David Walker
Nicolas White
Joseph Connolly
Adele Goodfellow
Monica McGeever (Appointed August 2018)
Mhairi Masson (Appointed February 2019)
Gillian Caughey (Resigned November 2018)

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 2019

The Directors have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2019.

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 2019

ACHIEVEMENTS AND PERFORMANCE

The financial year 2018-19 has seen the continued exploration of new markets by Theatre Nemo, most notably in the education sector. To this end, the appointment to our board of Monica McGeever, the Lead Officer of Safeguarding, Inclusion and Equality for Education Scotland has enabled us to benefit from her operational expertise and open up new opportunities for our work.

Three projects that have showcased our approach to arts therapy in this sector are the Arts Takeover Project at Trinity High School, The Letterbox Project and our participation in the ASIST programme. Details of all three projects are included in this report and they have all proved immensely successful.

Altogether, during the last financial year, we have supported directly 772 individuals. We have also delivered 319 creative sessions and held 14 events that reached collectively audiences of 734. The appointment of Hugh McCue as chief executive of Theatre Nemo last year has resulted in the Charity reaching its full potential, both in terms of the projects we have undertaken and in the way the Charity is managed on a day to day basis.

There has also been considerable improvements to the Charity's governance and oversight. The Board which runs our affairs has been augmented by new members who possess the knowledge, expertise and experience of the sectors in which we operate, as well as providing the skills that are essential to oversee our operations.

In addition to appointing Monica McGeever, who brings significant operational expertise of the education sector, we have also welcomed Mhairi Masson, who contributes considerable accounting skills to our financial reporting, replacing Gillian Caughey, who ably performed the role of Treasurer for us for over five years.

Once and sometimes twice a year, we run Strategy Days which allow us the opportunity to step back from our day to day duties to review our long term development and to check our progress against an ongoing business plan.

We have also introduced new online briefings that help board members keep in touch with the activities of our paid staff and new HR practices for our paid staff and volunteers, with the help and support of The Glasgow Council for Voluntary Services.

All of this enables us to guarantee to our funders, clients and stakeholders that our activities are underpinned by oversight that draws on best practice developed in the Scottish Third Sector and by procedures championed by the SCVO and the Scottish Charity Regulator.

We therefore face the prospect of a new decade in fulsome health, with new markets to explore and in the confidence that we have developed the skills and infrastructure necessary to underpin our future growth.

FINANCIAL REVIEW

The Statement of Financial Activities shows a net surplus for the year of £45,051 compared with a net surplus of £1,529 in 2018. Retained funds at 31 March 2019 were £98,020 compared to £52,969 in 2018. Of these funds £33,229 are restricted funds, leaving £64,791 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.

Theatre Nemo

Report of the Directors Year Ended 31 March 2019

STATEMENT OF DIRECTORS' RESPONSIBILITIES

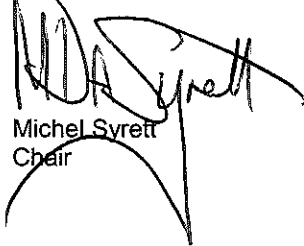
Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to

- 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 19 August 2019 and signed on its behalf by:



Michel Syrett
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 2019 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

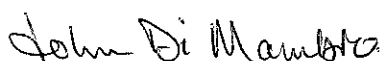
In the course of my examination, no matter has come to my attention

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:

26/8/19

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

Year Ended 31 March 2019

	Notes	Unrestricted funds £	Restricted funds £	Total 2019 £	Total 2018 £
Incoming Resources					
Incoming resources from generated funds					
Voluntary income		4,706	-	4,706	2,981
Interest received		22	-	22	6
Incoming resources from charitable activities					
Grants	2	500	117,269	117,769	61,953
Service fees		56,765	-	56,765	29,806
Total incoming resources		<u>61,993</u>	<u>117,269</u>	<u>179,262</u>	<u>94,746</u>
Resources Expended					
Charitable activities	3	32,175	102,036	134,211	93,217
Total resources expended		<u>32,175</u>	<u>102,036</u>	<u>134,211</u>	<u>93,217</u>
Net income / (expenditure) before transfers		29,818	15,233	45,051	1,529
Transfers		-	-	-	-
Net movement in funds after transfers		<u>29,818</u>	<u>15,233</u>	<u>45,051</u>	<u>1,529</u>
Total funds brought forward		34,973	17,996	52,969	51,440
Total funds carried forward		<u>64,791</u>	<u>33,229</u>	<u>98,020</u>	<u>52,969</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 8 to 13 form part of these financial statements

Theatre Nemo
(Company Number: SC191338)

Balance Sheet
As at 31 March 2019

	Notes	2019		2018	
		£	£	£	£
FIXED ASSETS:					
Tangible assets	6		-		240
CURRENT ASSETS:					
Debtors	7	11,050		16,528	
Cash in bank and on hand		88,530		37,641	
		<u>99,580</u>		<u>54,169</u>	
CREDITORS: Due within one year	8	<u>(1,560)</u>		<u>(1,440)</u>	
NET CURRENT ASSETS			98,020		52,729
NET ASSETS			<u>98,020</u>		<u>52,969</u>
FUNDS					
Unrestricted	10		64,791		34,973
Restricted	11		33,229		17,996
			<u>98,020</u>		<u>52,969</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The Members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 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 FRS102 (effective January 2016).

Approved by the board of directors on 19 August 2019 and signed on its behalf by:


 Michel Syrett
 Chair

The notes on pages 8 to 13 form part of these financial statements

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Notes to the financial statements Year Ended 31 March 2019

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 FRS102, the Financial Reporting Standard FRS102 and the Companies Act 2006.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The charity constitutes a public benefit entity as defined by FRS102.

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.

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Notes to the financial statements Year Ended 31 March 2019

2. GRANTS

	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
Area Budget	-	10,400	10,400	-
Agness Hunter	-	5,000	5,000	-
Bank of Scotland Foundation	-	10,000	10,000	-
Bellahouston Request	-	3,000	3,000	-
The Corra Foundation	-	4,000	4,000	4,000
Endrick trust	-	2,000	2,000	-
Flightpath fund	-	1,400	1,400	-
Foundation Scotland	-	1,920	1,920	-
Garfield weston	-	10,000	10,000	-
Glasgow Connected Arts Network	-	2,840	2,840	-
Haramead Trust	-	3,000	3,000	-
Hugh Fraser Foundation	-	3,500	3,500	-
Jigsaw	-	4,500	4,500	-
Merchants House of Glasgow	-	7,500	7,500	-
Paisley 2021 Cultural Fund	-	7,359	7,359	1,900
Pixel Fund	-	2,500	2,500	-
Robertson's Trust	-	11,500	11,500	11,500
Santander	-	-	-	4,690
Scotmid	-	500	500	-
Social Innovation Fund	-	24,350	24,350	20,363
Souter Trust	-	2,000	2,000	-
WB Foundation	500	-	500	-
Bromley Trust	-	-	-	15,000
Merchants House	-	-	-	2,000
Maple Trust	-	-	-	1,000
Dr Guthrie	-	-	-	1,500
	<u>500</u>	<u>117,269</u>	<u>117,769</u>	<u>61,953</u>

3. RESOURCES EXPENDED

	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
Charitable activities				
Staff costs	10,469	58,189	68,658	61,842
Project delivery costs	9,568	35,750	45,318	11,960
Support costs	10,458	8,097	18,555	17,915
Governance costs	1,680	-	1,680	1,500
	<u>32,175</u>	<u>102,036</u>	<u>134,211</u>	<u>93,217</u>

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Notes to the financial statements Year Ended 31 March 2019

4. STAFF COSTS AND NUMBERS

Staff costs were as follows:

	2019 £	2018 £
Salaries	66,050	60,114
Social security costs	1,602	1,350
Pension	810	378
Staff training	196	-
	<u>68,658</u>	<u>61,842</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 eight (2018 – seven).

5. TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

No trustee received any remuneration in the current or previous year. No trustee was reimbursed travel expenses in the current or previous year.

6. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment £	Total £
COST:		
At 1 April 2018	35,943	35,943
Additions	-	-
At 31 March 2019	<u>35,943</u>	<u>35,943</u>
DEPRECIATION:		
At 1 April 2018	35,703	35,703
Charge for year	240	240
At 31 March 2019	<u>35,943</u>	<u>35,943</u>
NET BOOK VALUE:		
At 31 March 2019	<u>-</u>	<u>-</u>
At 31 March 2018	<u>240</u>	<u>240</u>

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Notes to the financial statements Year Ended 31 March 2019

7. DEBTORS

	2019 £	2018 £
Trade debtors	5,088	7,700
Other debtors	4,523	462
Prepayments and accrued income	1,439	8,366
	<u>11,050</u>	<u>16,528</u>

8. CREDITORS: Falling due within one year

	2019 £	2018 £
Accrued charges	1,560	1,440
	<u>1,560</u>	<u>1,440</u>

9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds		Restricted funds	Total funds
	General fund £	Designated fund £	£	£
Tangible fixed assets	-	-	-	-
Current assets	66,351	-	33,229	99,580
Current liabilities	(1,560)	-	-	(1,560)
	<u>64,791</u>	<u>-</u>	<u>33,229</u>	<u>98,020</u>

10. UNRESTRICTED FUNDS

	Balance at 01.04.18 £	Incoming £	Outgoing £	Transfers £	Balance at 31.03.19 £
General fund	34,733	61,993	(31,935)	-	64,791
Designated Asset fund	240	-	(240)	-	-
Total Unrestricted funds	<u>34,973</u>	<u>61,993</u>	<u>(32,175)</u>	<u>-</u>	<u>64,791</u>

Purposes of Designated Fund

The Designated Asset fund represents the net realisable value of the assets held by the charity.

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Notes to the financial statements Year Ended 31 March 2019

11. RESTRICTED FUNDS

	Balance at 01.04.18 £	Incoming £	Outgoing £	Transfers £	Balance at 31.03.19 £
Awards for All	5,640	-	(5,640)	-	-
Area Budget	-	10,400	(10,400)	-	-
Agness Hunter	-	5,000	-	-	5,000
Bank of Scotland Foundation	-	10,000	(10,000)	-	-
Bellahouston Bequest	-	3,000	(3,000)	-	-
The Corra Foundation	1,400	4,000	(5,400)	-	-
Dr Guthrie	1,500	-	(1,500)	-	-
Endrick Trust	-	2,000	-	-	2,000
Flightpath Fund	-	1,400	-	-	1,400
Foundation Scotland	-	1,920	(1,920)	-	-
Garfield Weston	-	10,000	-	-	10,000
Glasgow Connected Arts Network	-	2,840	(1,440)	-	1,400
Haramead Trust	-	3,000	-	-	3,000
Hugh Fraser	-	3,500	(3,500)	-	-
Jigsaw	-	4,500	(1,965)	-	2,535
Merchants House	-	7,500	(4,285)	-	3,215
Moffat Charitable Trust	405	-	(405)	-	-
Paisley 2021	550	7,359	(7,909)	-	-
Pixel Fund	-	2,500	-	-	2,500
Robertson's Trust	2,179	11,500	(11,500)	-	2,179
Santander	4,690	-	(4,690)	-	-
Scotmid	-	500	(500)	-	-
ScottishPower Foundation	1,248	-	(1,248)	-	-
Social Innovation Fund	-	24,350	(24,350)	-	-
Souter trust	-	2,000	(2,000)	-	-
Voluntary Action Fund	384	-	(384)	-	-
	<u>17,996</u>	<u>117,269</u>	<u>(102,036)</u>	<u>-</u>	<u>33,229</u>

Purposes of Restricted Funds

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.

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

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

Robertson's Trust: Funding towards the cost of the Chief Executive's salary.

The Corra Foundation and Voluntary Action Fund: Funding towards the cost of our Volunteer Coordinator.

Dr Guthrie and Paisley 2021: Culture Comics - a project to engage five groups of up to 20 young people aged 11 to 14.

Social Innovation Fund and Santander: Join the Dots – funding to test a new service which provides wrap around support for vulnerable young adults.

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Notes to the financial statements Year Ended 31 March 2019

Purposes of Restricted Funds (cont.)

Area Budget: To deliver 7 Suicide Intervention Skills Training Courses.

Agness Hunter, Bank of Scotland Foundation, Merchants House, Pixel Fund and Souter Trust: To deliver creative projects in our community space and within hospitals in Glasgow.

Bellahouston Bequest, Garfield Weston, Haremead Trust and Hugh Fraser: To support the core costs of the organisation.

Endrick Trust: To deliver 1 Healthy Heads projects in 2 primary schools.

Flightpath Fund: To deliver 1 Suicide Intervention Skills Training Courses.

Foundation Scotland: To deliver a Visual art and Craft project for people aged 55+.

Glasgow Connected Arts Network: To deliver a drama and music project within the Women's Centre Glasgow.

Jigsaw: To deliver an arts project in Drumchapel.

Scotmid: To cover the cost of providing art materials.