

Performing Arts Club St Johns (CIC) Company Registration Number: 09765522  
C/o: Connexions Community Hub, 6-8 Church Street, Gainsborough, DN21 2JH  
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# ANNUAL REPORT

SEPTEMBER 2016

*For period September 2015 to September 2016.*

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# 1. Overview

This annual report covers the period September 2015 to September 2016. This period has been a very exciting time for the Club, particular with the establishment of the CIC, following on from an extensive community consultation and feasibility study which also led to us gaining premises of our own from which to operate from. The following items will be explored in more detail throughout this annual review.

## ARTS PROVISION

We have extended our arts provision to include children aged between 4 and 8 in a Mini PACS group. It is anticipated that those children who participate in this activity will migrate across to the main group as they reach the age of 8 years giving the group new opportunities and improving its sustainability.

## VENUE

This year we have taken on the lease of the former Connexions building in our town centre. Which is now established as the Connexions Community Hub.

## ARTS AWARD

Having a permanent base of our own has enabled us to extend our provision of the Arts Award to the wider community. Regular sessions now take place with students on Bronze and Silver Awards. With existing students also wishing to progress on to Gold.

## ACTIVITIES

With a venue we have been able to offer much more in the way of arts and craft activities, extra rehearsals and Workshops open to all. These have included Dance, Music, Stage Technical, Drama, Teamwork and Leadership.

## PARTNERSHIPS

Forged new and lasting partnerships with community groups, parent groups and businesses in and around Gainsborough.

## FINANCIAL REPORTS

Our first set of financial reports as a CIC is included in this report also and includes:

- Income and Expenditure
- Fixed and Current Assets
- Cash flow Forecast (2016/17)

## 2. An Introduction

**Who are the users of PACS and how has PACS been successful across the 10 years it has been established?**

PACS has been successful for so many years because we are an all-inclusive group offered to young people between the ages of 8 and 18. Many of those who come to the club have learning or behavioural difficulties (some being on the Autistic spectrum or coping with ADHD). Some are from low-income families; others suffer from anxiety, need to develop their social skills or are from care homes, foster care or single parent families. Despite all of this, when they are involved in club activities they feel a sense of belonging, safe and secure, whilst also being incredibly talented young people who year on year put on an amazing, confident performance in shows, musicals and concerts produced. PACS also perform at community events through the year.

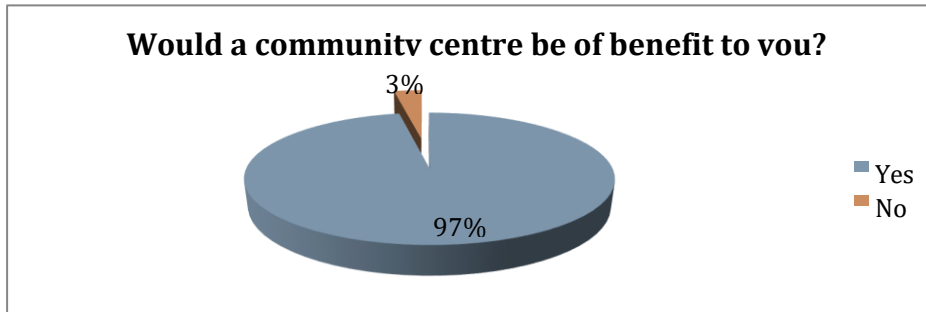
The Performing Arts can be very challenging, locally other theatre groups or musical societies, cannot always include young people with issues as they often find it difficult to deal with them (the skills set is not always there), sometimes it is simply a case of people being unable to afford to be part of other groups (we only charge members £3 per week). We have the skills set, knowledge and understanding as team leaders and/or volunteers to work with members and an amazing team spirit and dynamic.

Year on year the Club has average membership of 20 to 25 young people, so over the 10 years of the group it has benefitted 200 to 300 young people. Some of our long serving members are now adults and have stayed with the club, moved on to college to study Performing Arts before going through a mentoring process with leaders. They are now playing an active part in rehearsals, helping to leading activities in Drama, Dance and Music.

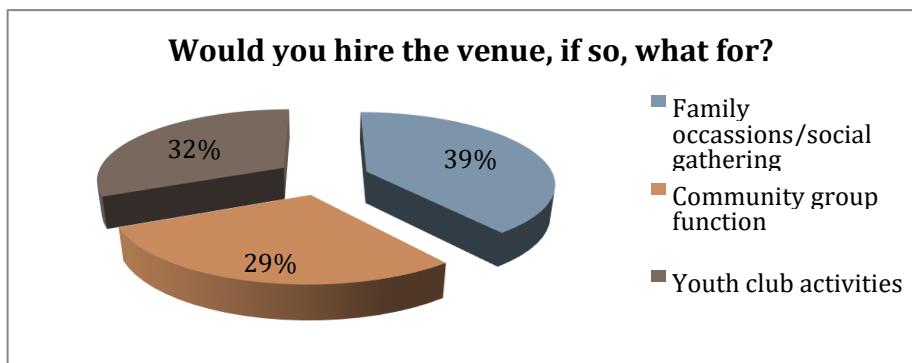
### 3. Community Consultation

The need for PACS's asset acquisition project has been established through a survey carried out by PACS themselves. A survey questionnaire has been sent out to various groups such as: the general public, PACS volunteers, Independent Town Centre businesses, young people from 8 to 11yrs, 12 to 14yrs and 14 to 17yrs, respectively. The questionnaire was also completed by visitors at the Gainsborough Heritage Centre. A total of 336 responses were received.

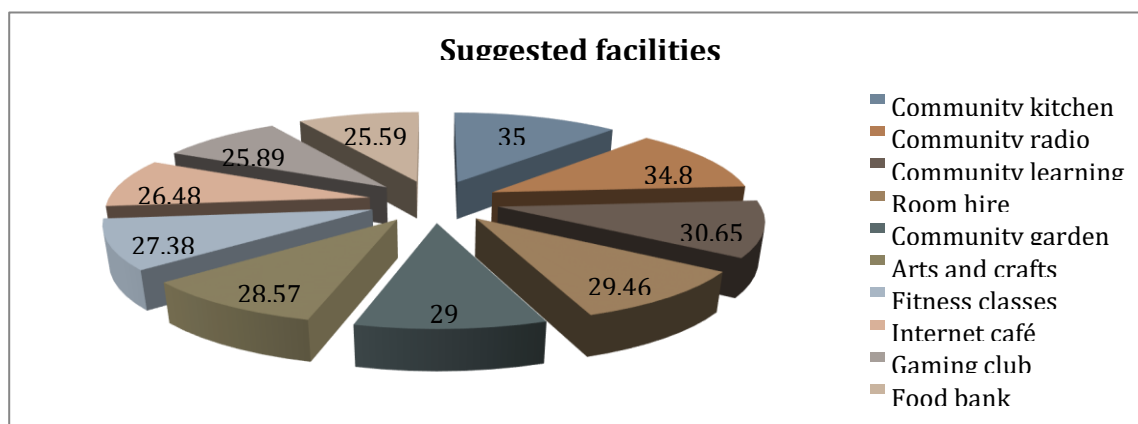
The majority of respondents (97.32%) indicated that a community centre would be of benefit to them.



When asked if they would hire the venue, and for what reason, the following chart illustrates the response received.



When asked which of the following facilities they would expect to use, the following chart shows the number of respondents in each facility.



## ***Stakeholders engagement***

PACS also conducted workshops with various stakeholders and the outcome is as follows:

### **What should a new centre contain?**

From discussions with stakeholders and the community it was identified that all of the suggested activities would form part of the community centre.

Consideration will also been given to additional ideas and suggestions listed below being put forward as part of the community consultation which took place around Gainsborough's, schools, voluntary sector organisations, public buildings and town centre businesses:

- Support groups
- Educational programmes
- Quiz nights
- School holiday activities
- A place for all ages
- Over 50s fitness
- Self-defence classes
- Cookery classes
- Sign language lessons
- Space for children's parties and groups
- Workshop activities

### **Where should it be?**

It was the view of the community and stakeholders that such a centre would be best placed in the town centre for the following reasons:

- There are no community centres in town
- It would be accessible to all i.e. close to the bus station, taxi rank, town amenities and shops. There would also be private parking and disabled access, adding to security and safety of the venue also.
- More people will visit and use services available at the former Connexions building as it is at a central point.

## 4. New Partnerships

So what new partnerships have been born out of PACS and what groups/partnerships have been made by Connexions in the time we 've been there?

Local groups and venues including the Old Nick Theatre, , Scouts Hut, Independent Traders, Town Centre Partnership, Lord Andrew Mawson, Methodist and Parish Churches, Lea Village Hall, Kismet Theatre Company, RSPB, Local Press and Media including: Gainsborough Life, BBC Radio Lincolnshire and Lincs FM.

For Connexions (since May 2016) we have forged partnerships with local colleges, training providers, UK Youth, the Big Music Project, ASDAN, local town and district councillors, Shooting Fish Theatre, St Johns Ambulance, ENABLE and LYA

## 5. INCOME AND EXPENDITURE – SEPTEMBER 2015 TO SEPTEMBER 2016

### Performing Arts Club St Johns: Income and Expenditure - Account Summary - September 2015 to September 2016

<b>Balance B/f</b>	289.03	289.03
Grant Income	4500.00	4500.00
Course Fees	66.00	66.00
Refunds	266.38	266.38
Capital	1200.00	1200.00
Hire fees	907.24	907.24
Fundraising Activities	892.00	892.00
Events (Shows/Concerts)	394.15	394.15
		<u>8514.80</u>
<b>Less expenses:</b>		
Bank fees	35.00	35.00
Rent	4092.50	4092.50
Internet Purchases	804.02	804.02
Insurance	869.50	869.50
Printing	203.55	203.55
Stationary	77.42	77.42
Subscriptions	473.50	473.50
Cleaning	53.99	53.99
Internet	150.50	150.50
Office Furniture	146.02	146.02
Props and Costumes	119.00	119.00
Repair and maintenance	96.00	96.00
Computer equipment	242.24	242.24
Parking fees	135.00	135.00
Utilities	608.28	608.28
		<u>8106.52</u>
<b>Total Income over expense:</b>		<u><b>408.28</b></u>
<i>Balanced as at 30th September 2016</i>		

# Performing Arts Club St Johns (CIC)

# Balance Sheet

For the Period: September 2015 to 30<sup>th</sup> September 2016

Revision Date: 30th November 2017

## Assets

### Current Assets

Cash	2,723	
Accounts receivable	-	
Prepaid expenses	-	
<i>Total current assets</i>	<u>2,723</u>	

### Fixed (Long-Term) Assets

Property, plant, and equipment	8,678	
(Less accumulated depreciation)	(2,758)	
<i>Total fixed assets</i>	<u>5,920</u>	
	8,643	8,643

## Liabilities and Owner's Equity

### Current Liabilities

Accounts falling due within 1 year	973	
Short-term loans	1,200	
<i>Total current liabilities</i>	<u>2,173</u>	2,173

<b>Total Assets</b>		<u><u>6,470</u></u>
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### Owner's Equity

Capital	6,062	6,062
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<b>Total Equity</b>		<u><u>408</u></u>
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## Common Financial Ratios

<b>Debt Ratio</b> (Total Liabilities / Total Assets)	0.25
<b>Current Ratio</b> (Current Assets / Current Liabilities)	1.25
<b>Working Capital</b> (Current Assets - Current Liabilities)	549

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Directors name: Richard J Craig

Directors signature

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Checked and Approved by: Richard J Craig (Chairman) (November 2017)



## Appendix 1

### Performing Arts Club St Johns (CIC) Asset Register and Values (2016)

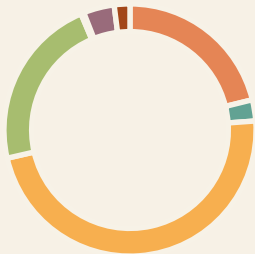
Item (\$)	Product Type/Description	Condition	Quantity/items	Year of purchase	Purchase price (exc VAT)	Depreciation per annum	Total Depreciation	Total value	Totals Column
<b>Current Assets</b>									
Cash at bank	Account balance	n/a	n/a	n/a	n/a	n/a	n/a	2722.52	
Grant funding	Wren funding	n/a	n/a	n/a	n/a	n/a	n/a	0.00	<b>2722.52</b>
<b>Fixed Assets</b>									
Behringer 16 ch mixer	Passive audio mixer	Used	1	2013	300.00	15.00	45.00	255.00	
Alto 12 ch mixer	Passive audio mixer	Used	1	2013	160.00	8.00	24.00	136.00	
Gemini DJ mixer	Passive audio mixer	Used	1	2007	89.00	4.45	40.05	48.95	
Warrior audio mixer	Powered audio mixer	Used	1	2007	250.00	12.50	112.50	137.50	
Studiomaster 8 ch mixer	Passive audio mixer	Used	1	2007	120.00	6.00	54.00	66.00	
Warrior 600w amplifier	Amplifier	Used	1	2007	180.00	9.00	81.00	99.00	
Ibiza 800w amplifier	Amplifier	Used	1	2012	150.00	7.50	30.00	120.00	
Genexa 300w speakers	Passive speakers	Used	4	2012	200.00	10.00	40.00	160.00	
Altai 600w speakers	Passive speakers	Used	2	2007	600.00	30.00	270.00	330.00	
Wharfedale pro 800w speakers	Passive speakers	Used	2	2007	850.00	42.50	382.50	467.50	
Hi fi speakers	Passive speakers	Used	8	2014	160.00	8.00	16.00	144.00	
Prolight light fx	Light FX	Used	10	2007	800.00	40.00	360.00	440.00	
Pulse PAR Cans	Light FX	Used	8	2013	200.00	10.00	30.00	170.00	
Soundlab twin dj player	CD players	Used	1	2007	180.00	9.00	81.00	99.00	
Transcension light controller	Light FX	Used	1	2007	98.00	4.90	44.10	53.90	
Transcension pedal controller	Light FX	Not used	1	2007	35.00	1.75	15.75	19.25	
Chauvet lighting desk	Light FX	Used	1	2013	115.00	5.75	17.25	97.75	
Phillips twin player	CD players	Used	1	2007	200.00	10.00	90.00	110.00	
Technics CD player	CD players	Used	1	2007	80.00	4.00	36.00	44.00	
Stands (for microphones and lighting)	Accessories	Used	10	2007	150.00	7.50	67.50	82.50	
Microphones (UHF Body packs) Audio Technika	Wireless mics	Used	2	2014	400.00	20.00	180.00	220.00	
Microphones (Stageline Headsets)	Wireless mics	Used	6	2013	222.00	11.10	99.90	122.10	
Microphones (Warrior Audio VHF Body Packs)	Wireless mics	Used	2	2012	120.00	6.00	24.00	96.00	
Microphones (Ashton UHF Body packs)	Wireless mics	Used	6	2012	820.00	41.00	164.00	656.00	
Audio technika handheld mics (VHF)	Wireless mics	Used	2	2007	240.00	12.00	108.00	132.00	
Microphones (Behringer/Wharfedale/Carlsbro)	Wired Mics	Used	15	2008	225.00	11.25	90.00	135.00	
Audio and lighting cables (various)	Cables	Used	58	2008	290.00	14.50	116.00	174.00	
Harlequin dance floor	Portable flooring	New	2	2013	500.00	25.00	75.00	425.00	
Safety/soft floor tiles	Portable flooring	New	8	2015	30.00	1.50	1.50	28.50	
Kitchen items (toasters/kettles etc...)	Kitchen equipment	New	4	2015	30.00	n/a	n/a	30.00	
Cleaning materials (brushes/mops/cloths)	Cleaning equipment	New	5	2015	50.00	n/a	n/a	50.00	
Filing Cabinets	Office equipment	New	3	2015	120.00	n/a	n/a	120.00	
Crockery/Storage jars	Kitchen equipment	New	15	2015	10.00	n/a	n/a	10.00	
Sofa/Chairs	Office furniture	Used	3	2015	60	n/a	n/a	60.00	
Workbenches	Office furniture	Used	3	2015	90	n/a	n/a	90.00	
Electronic Keyboards	Music equipment	Used	3	2013	339.98	17.00	51.00	288.98	
Whiteboards with flipcharts	Office equipment	Used	2	2013	79.98	4.00	12.00	67.98	
Folding tables	Office furniture	New	6	2015	133.97	n/a	n/a	89.99	
<b>Fixed Asset Totals (Less Depreciation)</b>					<b>8677.93</b>		<b>2758.04</b>		<b>5919.89</b>
<b>Current Assets</b>									<b>2722.52</b>
<b>Total Assets</b>									<b>8642.41</b>

Appendix 2

INCOME SUMMARY

Total Annual: £ 32,805.20

- Room Hire
- Grants Received
- Arts and Craft Days
- Community Learning
- Equipment Hire
- In progress grants
- Fundraising Events

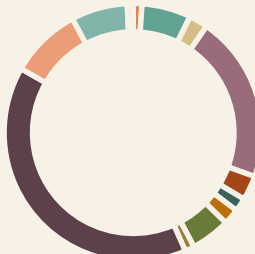


Total Monthly: £ 2,733.77

EXPENSES SUMMARY

Total Annual: £ 17,875.35

- Advertising/Publicity
- Tutor/Instructor Fees
- Kitchen supplies
- Training Budget
- Rates
- Bank Transfers
- Insurance
- Refreshments
- Computers and ICT
- Loan repayments
- Salaries
- Utilities
- Stationary & Printing
- Rent or lease
- DBS Checks for vols

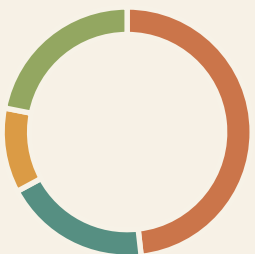


Total Monthly: £ 1,489.61

DISCRETIONARY SUMMARY

Total Annual: £ 912.80

- Broadband and Telephone
- Travelling Expenses
- Club/Memberships
- Car Park Passes

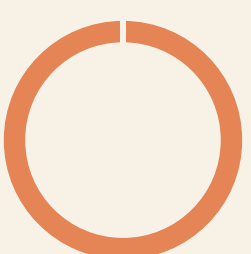


Total Monthly: £ 76.07

SAVINGS SUMMARY

Total Annual: £ 2,400.00

- Cash Reserves
- Savings/Investment



Total Monthly: £ 200.00

Income	Annual	Monthly
Room Hire	£ 6,936.00	£ 578.00
Equipment Hire	£ 890.00	£ 74.17
Grants Received	£ 15,600.00	£ 1,300.00
In progress grants	£ 7,296.20	£ 608.02
Arts and Craft Days	£ 123.00	£ 10.25
Fundraising Events	£ 1,300.00	£ 108.33
Community Learning	£ 660.00	£ 55.00
<b>Total</b>	<b>£ 32,805.20</b>	<b>£ 2,733.77</b>

Expenses	Annual	Monthly
Advertising/Publicity	£ 195.00	£ 16.25
Bank Transfers	£ 1,101.00	£ 91.75
Salaries	£ -	£ -
Tutor/Instructor Fees	£ -	£ -
Insurance	£ 420.00	£ 35.00
Utilities	£ 3,740.00	£ 311.67
Kitchen supplies	£ 550.03	£ 45.84
Refreshments	£ 300.00	£ 25.00
Stationary & Printing	£ 360.00	£ 30.00
Training Budget	£ 879.99	£ 73.33
Computers and ICT	£ 212.00	£ 17.67
Rent or lease	£ 7,124.00	£ 593.67
Rates	£ 1,600.00	£ 133.33
Loan repayments	£ 1,260.00	£ 105.00
DBS Checks for vols	£ 133.33	£ 11.11
<b>Total</b>	<b>£ 17,875.35</b>	<b>£ 1,489.61</b>

Discretionary Expenses	Annual	Monthly
Broadband and Telephone	£ 440.00	£ 36.67
Travelling Expenses	£ 172.80	£ 14.40
Club/Memberships	£ 100.00	£ 8.33
Car Park Passes	£ 200.00	£ 16.67
<b>Total</b>	<b>£ 912.80</b>	<b>£ 76.07</b>

Savings	Annual	Monthly
Cash Reserves	£ 2,400.00	£ 200.00
Savings/Investment	£ -	£ -
<b>Total</b>	<b>£ 2,400.00</b>	<b>£ 200.00</b>

# Contact Information

NAME	RICHARD CRAIG	NAME	MICK LEYLAND	NAME	TRACEY CRAIG
TITLE	CHAIRMAN	TITLE	DIRECTOR	TITLE	TREASURER

**Tel** 07786 180719

**Tel** 07759 935166

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NAME	DARREN BURR	NAME	SUSAN CRAIG	REPORT CHECKED & APPROVED BY : R.CRAIG
TITLE	DIRECTOR	TITLE	CLUB SECRETARY	

**Tel** 07984 177184

**Tel** 07788 417787

Signature:

# Company Information

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