

RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 JULY 2015



Charity Number SC032811

I.A.STEWART & CO
Chartered Accountants
The Mechanics Workshop
New Lanark
ML11 9DB

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 JULY 2015

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RAPTURE THEATRE COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 JULY 2015

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 July 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Rapture Theatre
Charity registration number	SC032811
Company registration number	SC228721
Registered office	29 George Street Bathgate EH48 1PG

THE TRUSTEES

The trustees who served the charity during the year were as follows:

Mr. M Emans	(Chairman, Treasurer)
Mrs. L McAndrew	(Secretary)
Mr. M Tibbets	
Dr. P Dougall	
Mrs. C Burns	

Secretary Mrs. Lyn McAndrew

Independent examiner Stephen Bell
Member of The Institute of Chartered Accountants of
Scotland
I.A.Stewart & Co
Chartered Accountants
The Mechanics Workshop
New Lanark
ML11 9DB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The company is administered in accordance with the regulations contained in the Memorandum and Articles of Association which was drafted in consultation with the company's external solicitors, and developed in line with the published requirements of the Charity Regulator and other formal bodies, on 4 March 2002.

RAPTURE THEATRE COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2015

Recruitment and Appointment of Trustees

The company is served by 5 trustees, all of whom are considered to have the appropriate gifts and skills to fulfil the objectives of the company.

Were there a requirement for new trustees, these would be identified and appointed by the remaining trustees. The chair of the trustees, Mr M Emans, is responsible for the induction of any new trustee, which involves the awareness of a trustee's responsibilities, the governing document, administrative procedures and the history and philosophy approach of the charity.

The trustees annually review the risks that the charity faces.

OBJECTIVES AND ACTIVITIES

The aims of the company are to bring new and challenging theatre to a large geographic area through performances and workshops in remote, rural areas and areas of both social and economic depression, to provide educational opportunities and scope for personal development through 'service users' both participating in and having access to theatre and to maintain its position as Scotland's leading contemporary touring theatre company.

The production and performance of the company's work is financed by box office donations and programme sales at theatre venues, together with an increased reliance on grant funding and sponsorship from various foundations and trusts.

ACHIEVEMENTS AND PERFORMANCE

The company was established in 2002 by artistic director, Michael Emans, after he left drama school. The name of the theatre company was taken from the play "The Secret Rapture", which focuses on moments of enlightenment and heightened states of awareness.

Rapture Theatre has toured productions to St. Andrews, The Highlands, Dundee and across the Central belt, down to the Borders and across to Mull. It has also played at Glasgow venues such as The Arches, The Tramway, The Tron, The Citizens Theatre and The Kings Theatre and has premiered work in Scotland by Arthur Miller, David Mamet, Sam Shepard and Joe Penhall. The company has continued to develop links with other theatre organisations in Scotland, England and the Channel Islands.

Rapture Theatre has one of the most extensive touring schedules of any theatre company in Scotland and specialises in bringing new work to Scotland by performing Scottish premieres of classic contemporary texts. However this year was a quieter one in terms of productions, with only a revival of the 2013 hit "Shang-a-Lang" which was toured across Scotland to reasonable audiences and, regrettably, a final tour with the legendary Scottish entertainer Dorothy Paul. This maintained the company's aim of providing affordable theatre whilst at the same time guaranteeing a return on the investment of its resources. The year ended with the company planning an Arthur Miller season to celebrate his centenary, which will tour in the Autumn 2016.

RAPTURE THEATRE COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 JULY 2015

It is also constantly developing its educational commitments for students of all ages including advisory work with the Scottish Community Drama Association and this year added to its educational work, with the introduction of the Drama Matrix Winter School in Greenock to compliment the excellent Summer School in Perthshire.

The trustees future aims and objectives for the company are to continue highlighting educational issues through drama and to provide affordable theatre to as wide an audience as possible.

FINANCIAL REVIEW

During the year, income totalled £169,957 (2014 - £211,488), whilst expenditure amounted to £111,423 (2014 - £265,712). Consequently a net surplus of £58,534 (2014 – deficit £54,224) was reported. The trustees are delighted that the company's efforts have resulted in a surplus for the year and vindicates the hard work involved in obtaining Regular Funding Status with Creative Scotland where well over half the applicants in the bidding process were unsuccessful. The Scottish Government body for the Arts has committed to provide the company with £375,000 over the next three years and highlights the importance of grant funding to future projects.

The reduction in overall costs this year is partly due to the investment in a new subsidiary company, Arty Productions Limited, which has been incorporated to be responsible for the production side of any future performances and tours. As a result, fees and costs relevant to the Arthur Miller Season are now being met by the subsidiary and Rapture Theatre will continue to provide it with finance. This structure has allowed the group to qualify for Theatre Tax Relief and a successful claim was made after the year end.

RESERVES POLICY

It is the Trustees' policy to ensure that the general expenditure of the charitable activities are met and any reserves held by the company will be used for this purpose. At the year end, the company has a surplus in funds of £42,301 (2014 – deficit £16,233) which have been provided for the purposes specified in Note 13.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

The law applicable to charities in Scotland requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

YEAR ENDED 31 JULY 2016

In preparing these financial statements, the trustees are required to:

- . select suitable accounting policies and then apply them consistently;
- . observe the methods and principles in the Charities SORP;
- . make judgments and estimates that are reasonable and prudent;
- . state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- . prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINER

Stephen Bell of Messrs I.A.Stewart & Co will continue in office as independent examiner for the ensuing year.

Registered office:
29 George Street
Bathgate
EH48 1PG

Signed by order of the trustees



MR M EMANS
Trustee

15 June 2016

RAPTURE THEATRE COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF RAPTURE THEATRE

YEAR ENDED 31 JULY 2015

I report on the accounts of the charity for the year ended 31 July 2015 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 Trustee 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 our attention.

Basis of independent examiners' 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 examiners' statement

In the course of our 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 Regulationshave 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.



Stephen Bell (Member of The Institute of Chartered Accountants of Scotland)
I A Stewart & Co
Chartered Accountants and Registered Auditors
The Mechanics Workshop
New Lanark
ML11 9DB

15 June 2016

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 JULY 2015

	Note	Total Funds 2015 £	Total Funds 2014 £
INCOMING RESOURCES			
Incoming resources from generated funds:			
Activities for generating funds	2	62,357	184,162
Grant income	3	107,600	27,326
TOTAL INCOMING RESOURCES		<u>169,957</u>	<u>211,488</u>
RESOURCES EXPENDED			
Costs of generating funds:			
Costs of generating theatre income	4	(63,304)	(180,848)
Other resources expended	5	(37,815)	(77,614)
Other costs	6	(10,304)	(7,250)
TOTAL RESOURCES EXPENDED		<u>(111,423)</u>	<u>(265,712)</u>
NET INCOMING/(OUTGOING) RESOURCES FOR THE PERIOD/NET INCOME FOR YEAR		58,534	(54,224)
RECONCILIATION OF FUNDS			
Total funds brought forward		<u>(16,233)</u>	<u>37,991</u>
TOTAL FUNDS CARRIED FORWARD		<u>42,301</u>	<u>(16,233)</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 12 form part of these financial statements.

RAPTURE THEATRE COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 JULY 2015

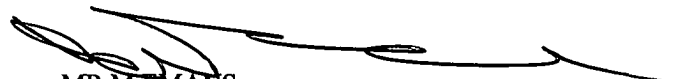
	Note	31 July 15 £	31 July 14 £
FIXED ASSETS			
Tangible assets	8	3,584	4,974
Investments		<u>1</u>	<u>-</u>
		3,585	4,974
CURRENT ASSETS			
Stock		5,508	5,420
Debtors	9	52,722	3,423
Cash at bank and in hand		<u>8,535</u>	<u>2,409</u>
		66,765	11,252
CREDITORS:			
Amounts falling due within one year	10	<u>(28,049)</u>	<u>(32,459)</u>
NET CURRENT LIABILITIES		38,716	(21,207)
TOTAL ASSETS LESS CURRENT LIABILITIES		42,301	(16,233)
TOTAL NET ASSETS/(LIABILITIES)		<u>42,301</u>	<u>(16,233)</u>
FUNDS			
Unrestricted funds	13	<u>42,301</u>	<u>(16,233)</u>
TOTAL FUNDS		<u>42,301</u>	<u>(16,233)</u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the period by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledges their responsibility for:

- (i) ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements were approved by the members of the committee on the 15 June 2016 and are signed on their behalf by:


MR M EMANS
Trustee

The notes on pages 8 to 12 form part of these financial statements.

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31 JULY 2015

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows :

Fixtures & Fittings	-	15% reducing balance
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Going concern

The continuation of the company is dependent on the ongoing support from the directors, which will continue for the foreseeable future. Accordingly, the accounts have been prepared on the basis that the company will continue to be a going concern.

Incoming resources

All donations and gifts are included within incoming resources under either unrestricted or restricted funds according to the terms under which the donation is made and when the amount can be quantified with reasonable certainty. Donations and gifts in kind are brought into the accounts at their market value to the charity.

Resources expended

Expenditure is recognised on an accruals basis as the liability is incurred.

Consolidation

In the opinion of the director, the company and its subsidiary undertakings comprise a small group. The company has therefore taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31 JULY 2015

2. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Total Funds 2015 £	Total Funds 2014 £
Theatre guarantees	43,237	43,237	173,577
Donations and sponsorship	19,120	19,120	10,585
	<u>62,357</u>	<u>62,357</u>	<u>184,162</u>

3. GRANT INCOME

	Unrestricted Funds	Total Funds 2015 £	Total Funds 2014 £
Creative Scotland	82,500	82,500	13,651
The Robertson Trust	4,500	4,500	-
Council Grants	20,600	20,600	8,450
Sense Over Sectarianism	-	-	5,225
	<u>107,600</u>	<u>107,600</u>	<u>27,326</u>

4. COSTS OF GENERATING THEATRE INCOME

	Unrestricted Funds	Total Funds 2015 £	Total Funds 2014 £
Agents and actors fees	33,644	33,644	95,277
Room and theatre hire	9,968	9,968	11,811
Set costs	19,594	19,594	72,127
Running costs	98	98	1,633
	<u>63,304</u>	<u>63,304</u>	<u>180,848</u>

5. OTHER RESOURCES EXPENDED

	Unrestricted Funds	Total Funds 2015 £	Total Funds 2014 £
Fuel	1,344	1,344	1,427
Van hire and transportation	2,940	2,940	6,357
Telephone	974	974	1,831
Administrative expenses	3,649	3,649	10,211
Research and education	1,405	1,405	3,310
Travel and accommodation	16,788	16,788	27,263
Subscriptions and donations	144	144	399
Marketing and hospitality	7,669	7,669	24,765
Governance costs -			
Legal fees	502	502	368
External examiners fees	2,400	2,400	1,683
	<u>37,815</u>	<u>37,815</u>	<u>77,614</u>

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31 JULY 2015

6. NET INCOMING/(OUTGOING) RESOURCES FOR THE PERIOD

This is stated after charging:

	2015 £	2014 £
Depreciation	746	878
Loss on asset disposal	644	-
Light and heat	916	332
Insurance	333	322
Bank interest and charges	1,347	1,191
Credit card interest	6,318	4,527
	<u>10,304</u>	<u>7,250</u>

7. STAFF COSTS AND EMOLUMENTS

The company contracts for the services of actors either on a self employed basis or through agencies and companies. In prior years, the company was also responsible for both the employers and employees national insurance contributions on the payments made for these services. However, agreement was reached with HMRC that all the contracted actors were 'key talent' individuals and as a result the company is no longer liable for these costs.

During the year, trustees were paid fees totalling £4,000 (2014 - £nil) for services provided to the company.

8. TANGIBLE FIXED ASSETS

	Equipment £	Total £
COST		
At 1 August 2014	6,685	6,685
Additions	-	-
Disposals	(896)	(896)
At 31 July 2015	<u>5,789</u>	<u>5,789</u>
DEPRECIATION		
At 1 August 2014	1,711	1,711
Charge for the year	746	746
On disposals	(252)	(252)
At 31 July 2015	<u>2,205</u>	<u>2,205</u>
NET BOOK VALUE		
At 31 July 2015	<u>3,584</u>	<u>3,584</u>
At 31 July 2014	<u>4,974</u>	<u>4,974</u>

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31 JULY 2015

9. DEBTORS

	31 July 15	31 July 14
	£	£
Vat debtor	3,726	3,423
Amounts owed by group undertakings	48,996	-
	<u>52,722</u>	<u>3,423</u>

10. CREDITORS: Amounts falling due within one year

	31 July 15	31 July 14
	£	£
Bank overdraft	-	8,215
Accrued charges	6,464	6,134
Amounts due to trustees	21,585	18,110
	<u>28,049</u>	<u>32,459</u>

The following liabilities disclosed under creditors falling due within one year are secured by the company:

	2015	2014
	£	£
Bank overdraft	<u>-</u>	<u>8,215</u>

The bank holds a personal guarantee from Mr M Emans, a trustee of the company.

11. RELATED PARTY TRANSACTIONS

During the year, the company incurred costs of £3,032 (2014 - £4,104) for the use of premises owned by Mr M Emans, as storage and rehearsal facilities.

The company also continues to be reliant on the personal funding provided by two trustees, Mr Emans and Mrs McAndrew. During the year, personal funding totalled £40,603 and the company re-imbursed £37,128. As a result, a balance of £21,585 (2014 - £18,110) is due to these trustees and this is shown as a creditor on the company's balance sheet. There are no set repayment terms and no interest is charged on the outstanding balance.

During the year, Mr M Emans and Mrs L McAndrew were paid fees totalling £4,000 (2014 - £nil) for services provided to the company.

12. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. Every member of the company undertakes to contribute an amount not exceeding £1 in the event of the company being wound up.

As a charity, Rapture Theatre is exempt from tax on income falling within Section 505 of the Taxes Act 1988, so is not subject to corporation tax.

**RAPTURE THEATRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR TO 31 JULY 2015

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Aug 14	Net incoming resources	Balance at 31 July 15
	£	£	£
General funds	(16,233)	58,534	42,301
Designated funds	-	-	-
	<u>(16,233)</u>	<u>58,534</u>	<u>42,301</u>

14. PENSIONS

The company has not operated, or contributed to any pension scheme on behalf of its employees.

15. CONTINGENCIES

The trustees have advised that, during the year, HMRC opened an enquiry into the vat returns of the company. This may result in an additional liability however, this will be offset by credits currently held on the company's vat account. Negotiations are ongoing but no actual amount has been agreed to date.

16. CAPITAL COMMITMENTS

The trustees have confirmed that there were no capital commitments at 31 July 2015.

17. INVESTMENTS

	Subsidiary undertaking	Total
	£	£
Cost		
At 31 July 2015	<u>1</u>	<u>1</u>

Subsidiary undertaking

The company's investment in its subsidiary company represents the cost of acquisition of the whole of the ordinary share capital of Arty Productions Limited, which provides production services for performances and tours.