



Balance Sheet End Of Financial Year 2004/2005

ASSETS:

Current

2003/04		2004/05	
			<i>See note no</i>
1,931	'Current' Account with University	4,725	
1,180	Bar Stock	1,130	
2,490	Sundries Stock	2,370	
1,780	Bulb Stock	1,700	
2,630	Sundry Debtors (inc. cash)	3,594	
0	Prepayments	1,050	
	less:		
0	Sundry Creditors	0	
<u>10,012</u>		<u>14,569</u>	

Long Term

125,800	Deposit Account with University	127,340	
<u>125,800</u>		<u>127,340</u>	
<u>135,812</u>	Total Assets:	<u>141,909</u>	

FUNDED BY:

16,000	University Loan	8,000	1
	reserves:		
84,156	Operating Reserves Fund	105,981	2
1,693	Seat Sponsorship Appeal	1,767	6
1,760	Counterweight Appeal	1,834	6
6,417	Appeal Administration Account	(2,518)	4
25,785	Theatre Redevelopment Account	26,845	5
<u>135,812</u>	Total:	<u>141,909</u>	



Income & Expenditure Account - Financial Year 2004/05

2003/04	Income	2004/05	<i>See note no</i>
56,764	Theatre Hire	78,186	7
55,191	Bar income	68,339	8
5,919	Scenic Hire Income	10,181	
817	Photocopier Income	3,952	
203	Surplus on sundries	749	
140	Surplus on production suspense account	136	
0	Box office commission income	3,049	11
171	Telephone Income	0	
130	Surplus on YE transfer account	0	
194	Credit from centre	0	
4,030	Gross Receivable Interest	5,817	
0	Grant from Citigroup	0	
10,971	Grant from the Chest	10,971	
0	Misc Income	17	
134,529		181,397	
Expenditure			
Salaries:			
(20,369)	Manager	(22,025)	
(28,339)	House Keepers	(30,059)	
(1,163)	Duty Manager and HK Training	(2,627)	
Capital Expenditure:			
(2,066)	Routine	(1,798)	9
(3,885)	Approved	(1,391)	9
0	Box Office	(29,866)	11
Consumables:			
(450)	Bulbs	(813)	
(196)	Gel	(228)	
(3,457)	Electricity	(7,360)	
(1,143)	Gas	(1,896)	
(1,120)	Telephone	(1,176)	
Bar:			
(4,894)	Wages	(6,628)	8
(1,577)	Equipment and projects	(2,702)	
(22,598)	Cost of Goods Sold	(27,103)	
Box office:			
0	Wages	(2,381)	11
0	Other costs	(1,845)	
(1,759)	Administration	(1,509)	
(1,357)	Computing	(1,958)	
(6,601)	Publicity	(10,258)	10
(652)	Licences	(508)	
(2,048)	Cleaning and accessories	(3,104)	
(462)	Photocopier	(2,543)	
(511)	Scenic Hire Costs	(259)	
0	Archiving equipment	(88)	
Maintenance:			
(434)	Stage Electrical and Other	(320)	
(1,505)	Workshop / Stage	(1,271)	
(910)	Other Minor Works	(1,099)	
(183)	Camp ADC costs	(969)	
(697)	University Loan interest expense	(600)	
(108,376)		(164,381)	
26,153	TRADING SURPLUS FOR YEAR	17,017	



Notes to the Accounts 2004/2005

2003/04 £		2004/05 £
	1. Loan Account (Memo)	
24,000.00	Balance at prev year end	16,000.00
0.00	Loan received	0.00
(8,000.00)	Loan repaid	(8,000.00)
<hr/> 16,000.00	Balance c/f at 31.7.05	<hr/> 8,000.00
	2. Operating Reserves Fund XABF	
	(nb shown on reserves summary excluding balance of University loan)	
83,237.22	Balance at prev year end	100,156.21
0.00	Transfer from Appeal Administration account	6,159.65
24,918.99	Transfer from Income/Expenditure Account	15,665.58
(8,000.00)	Internal Loan (04/05 repayment)	(8,000.00)
<hr/> 100,156.21	Balance c/f at 31.7.05	<hr/> 113,981.44
	3. Reconciliation of Year's Surplus/Deficit	
26,153.47	I & E Account Surplus for the Year	17,016.85
	Transfers from I&E Account to Reserves:	
24,918.99	Operating Reserves Fund	15,665.58
280.35	ADC Appeal Admin Account	144.19
821.66	ADC Redevelopment Account	1,060.16
58.01	Seat Sponsorship Appeal	73.46
74.46	Counterweight Appeal	73.46
<hr/> 26,153.47	Citigroup fund	<hr/> 17,016.85
	4. ADC Appeal Administration Account XABI	
6,863.99	Balance at prev year end	6,417.17
280.35	Deposit Account Interest (Transferred from I&E)	144.19
0.00	Transferred to Operating Reserves Fund	(6,159.65)
0.00	Donations received	1,663.50
0.00	Events expenditure	(4,582.92)
(727.17)	Other expenditure	0.00
<hr/> 6,417.17	Balance c/f at 31.7.05	<hr/> (2,517.71)
	5. ADC Theatre Redevelopment Account XABK	
24,963.43	Balance at prev year end	25,785.09
821.66	Deposit Account Interest (Transferred from I&E)	1,060.16
<hr/> 25,785.09	Balance c/f at 31.7.05	<hr/> 26,845.25
	6. Other Appeals	
	Seat Sponsorship XABH	
1,635.33	Balance at prev year end	1,693.34
0.00	Donations	0.00
58.01	Deposit Account Interest (Transferred from I&E)	73.46
<hr/> 1,693.34	Balance c/f at 31.7.05	<hr/> 1,766.80
	Counterweight Appeal XABG	
1,685.62	Balance at prev year end	1,760.08
0.00	Donations	0.00
74.46	Deposit Account Interest (Transferred from I&E)	73.46
<hr/> 1,760.08	Balance c/f at 31.7.05	<hr/> 1,833.54
	7. Theatre Hire Income	
138,302.22	Total takings	187,809.85
82,017.84	Paid out to shows	111,429.07
<hr/> 56,284.38	Net theatre hire	<hr/> 76,380.78
(368.23)	Credit Card Machine Costs	(157.30)
847.50	Other hire	1,962.50
<hr/> 56,763.65	Surplus For Year	<hr/> 78,185.98

8. Bar Account

55,191.40	Total sales (net)	68,339.31
	Costs	
(1,320.00)	Opening Stock	(1,180.00)
(22,458.22)	Purchases	(27,052.73)
<u>1,180.00</u>	Closing Stock	<u>1,130.00</u>
(22,598.22)		(27,102.73)
<u>32,593.18</u>	GROSS PROFIT	<u>41,236.58</u>
	Expenses	
(4,894.09)	Casual Bar Staff	(6,627.86)
<u>(1,576.95)</u>	Equipment & Projects	<u>(2,701.79)</u>
(6,471.04)		(9,329.65)
<u>26,122.14</u>	Total Bar Surplus For Year	<u>31,906.93</u>

9. Capital Expenditure (excluding box office)

	Routine	
	Replacement Chop saw	280.48
	Floodlights for auditorium	320.51
	CCTV	606.86
	Display board	138.18
	Heavy duty guillotine	330.69
	Replacement tumble dryer	<u>121.08</u>
2,066.31		1,797.80
	Approved	
	Safety bonds	804.34
	Camp projects	<u>586.46</u>
3,884.50		1,390.80
<u>5,950.81</u>	Total Capital Expenditure For Year	<u>3,188.60</u>

10. Publicity

	Termly Leaflet	
4,847.61	Printing Costs	6,811.88
<u>1,050.00</u>	Postage Costs	<u>1,600.00</u>
5,897.61		8,411.88
	Advertising	
476.00	Local Publications	237.50
73.04	Varsity	154.04
<u>154.64</u>	Other	<u>1,454.65</u>
703.68		1,846.19
<u>6,601.29</u>	Total for year	<u>10,258.07</u>

11. Box Office account

	Capital expenditure	
	Computer hardware	3,392.93
	Computer software	2,003.13
	Blackbaud system	19,400.00
	Blackbaud expenses	379.60
	Bank charges	500.00
	Phone exchange installation	3,424.00
	BT installation and other phone costs	<u>766.24</u>
		29,865.90
	Income	
	Commission to shows	2,789.70
	Credit card commission	69.30
	Phone sales commission	<u>190.39</u>
		3,049.39
	Expenditure	
	Blackbaud support charges	810.00
	Telephone	300.75
	Ticket & comp slip printing	175.02
	Staff costs	2,380.95
	Credit card fees	<u>558.75</u>
		4,225.47