

ANNUAL REPORT OF THE UNIVERSITY THEATRE SYNDICATE, 2006 - 7

2006/7 was a year spent building on previous successes at the ADC Theatre. The previous year's record-breaking admission figures were once again broken, with over 49,000 audience members enjoying 334 performances, and an incredible range of drama, comedy, dance, musicals, pantomime and literary events, presented by both student companies and local amateur drama groups.

Programme Review

The Autumn season opened with the Cambridge University American Stage Tour production of **Twelfth Night** and the Footlights production of **Niceties**. Both shows had spent September touring, and found a receptive Cambridge audience in their week-long runs. This was followed by bold productions of **Closer**, **The Alchemist** and Sarah Kane's **Blasted**, which showed the range of drama being produced by current undergraduates in Cambridge.

The start of November saw a special collaboration between the Amateur Dramatic Club and CUSU, with a production of **In The Blood**, marking CUSU Anti-Racism week.

See What I Wanna See proved a bold and innovative choice for the term's musical, and comic relief was provided in the annual Footlights/ADC pantomime **Faust**, which sold so well it prompted an extra, sell-out matinee in the second week of the run.

A critically-acclaimed production of **Macbeth** was presented by the European Theatre Group at the start of the Spring season, following their acclaimed tour. This was followed by the contemporary dance show **Elemental** and slick productions of Chekhov's **The Seagull** and Shakespeare's **A Midsummer Night's Dream**. **Mozart and Salieri** was a surprise hit of the Spring Season, selling out its week-long lateshow slot, whilst new writing was well represented with the intriguing **Hang On Mr Bugson** by Footlights President Tom Sharpe as well as the annual Footlights Harry Porter Prize winner **Coat** by Rory Mullarkey, which later went on to receive critical acclaim at the Edinburgh Festival

Return to the Forbidden Planet, the Lent Term Musical, was a real highlight of the year, bursting with energy and attracting huge audiences from both the town and student community. The season ended with productions of **Travels With My Aunt** and **Pygmalion** by local amateur groups Bawds and Combined Actors.

The literary festival **cambridgwordfest** enjoyed its third annual run at the Theatre at the start of the Summer season, including talks from Rageh Omaar, Clive Stafford-Smith, and A.L. Kennedy.

The summer season featured a variety of student, local and touring groups. Highlights included the Footlights tour show **Wham Bam**, the Festival Players' **The Witches of Eastwick**, and the Amateur Dramatic Club's production of **The Merchant of Venice**. The Theatre was pleased to welcome the touring production of **The Man Who Planted Trees**, which was a delight for young and old alike, and a production of **Shakespeare Shorts**, which was an exciting and fast-moving series of Shakespearean scenes.

Financial Performance

Income from Theatre Hire was a record £90,602, significantly higher than in previous years and a reflection of the record number of admissions. The ADC Bar remains a popular venue for theatregoers and students alike; its popularity was obvious in the bar surplus which rose to £40,952. The Box Office started to establish itself as a significant additional income stream for the Theatre, with surplus on the Box Office account amounting to £8,822 over the year. Income from scenic hire was slightly down on the previous year, though profits from the sale of theatre sundries had increased.

Ongoing Projects & Redevelopment

'Camp ADC' continues to be a successful and enjoyable annual project, with volunteer technicians spending a week in the Theatre at the start of the summer vacation working on the installation of new equipment and testing/maintenance of existing items. The main project during camp this year was the installation of two new counterweight sets.

Much progress was made securing the funding for the redevelopment, and by the end of the year the Executive Committee was confident enough in funding to proceed with building plans. Building work onsite is due to start in April 2008, for completion in September 2008.

Staffing

The Manager and Licensee for 2006/07 was **Christopher Adams**. The Housekeepers were **Peter Tovey** and **Daisy Black**, who both settled well into the jobs. Peter implemented many changes beneficial to the long-term development of the Theatre, including carrying out a review of the Theatre's Health and Safety Policy and putting a significant amount of time into planning the final phase of the Redevelopment work, as well as effecting many repairs and improvements to the fabric of the building. Daisy continued to manage the bar and box office and also continued to advance the Theatre's archival project.

The Theatre also employed four casual Duty Managers (**Tristan Booth, Christian Ashby, Andrew Morley-Smith** and **Anna Hobbs**) to help the full time staff cope with the workload of the long seasons whilst keeping working hours within reasonable limits.

Daniel Morgenstern has continued to design the theatre brochure.

James Baggaley took over as Manager and Licensee from September 2007. **Peter Tovey** remained as Technical Housekeeper and **Megan Prosser** was appointed as Marketing Housekeeper for 2007/8

February 2008



Income & Expenditure Account - Financial Year 2006/07

2005/6	Income	2006/07	see note no
85,177	Theatre Hire	90,602	7
77,648	Bar income	85,786	8
7,730	Scenic Hire Income	7,151	
3,532	Photocopier Income	2,710	
977	Surplus on sundries	2,706	
196	Surplus on production suspense account	592	
20,623	Box office commission income	24,777	11
6,864	Gross Receivable Interest	7,445	
11,639	Grant from the Chest	12,000	
0	Misc Income	889	
214,384		234,659	
	Expenditure		
	Salaries:		
(25,871)	Manager	(23,273)	
(34,504)	House Keepers	(36,916)	
(1,796)	Duty Manager and HK Training	(3,033)	
0	Redundancy	(870)	
	Capital Expenditure:		
(2,907)	Routine	(1,414)	9
(8,848)	Approved	(9,644)	9
0	Box Office	0	11
	Consumables:		
(1,576)	Bulbs	(1,873)	
(279)	Gel	(288)	
(8,925)	Electricity	(11,426)	
(2,500)	Gas	(5,423)	
(1,123)	Telephone	(902)	
	Bar:		8
(7,641)	Wages	(7,776)	
(3,242)	Equipment and projects	(3,171)	
(30,936)	Cost of Goods Sold	(33,887)	
	Box office:		11
(6,167)	Wages	(6,755)	
(7,919)	Other costs	(9,200)	
(2,987)	Administration	(2,685)	
(1,706)	Computing	(2,791)	
(11,067)	Publicity	(12,633)	10
(325)	Licences	(262)	
(2,404)	Cleaning and accessories	(1,840)	
(2,502)	Photocopier	(1,765)	
(260)	Scenic Hire Costs	(460)	
(11)	Archiving equipment	(317)	
(2,318)	Appeal Administration (held in XABI)	(2,080)	
	Maintenance:		
(761)	Stage Electrical and Other	(555)	
(2,006)	Workshop / Stage	(2,102)	
(1,378)	Other Minor Works	(419)	
(908)	Camp ADC living costs	(1,030)	
(280)	University Loan interest expense	0	
(170,830)		(184,790)	
43,555	TRADING SURPLUS FOR YEAR	49,869	



Notes to the Accounts 2006/2007

	2005/06 £		2006/07
		1. Loan Account (Memo)	
	8,000.00	Balance at prev year end	0.00
	0.00	Loan received	0.00
	(8,000.00)	Loan repaid	0.00
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	0.00	Balance c/f at 31.7.07	0.00
XABF		2. Operating Reserves Fund	
	113,981.44	Balance at prev year end	177,451.79
	27,830.37	Transfer from Redevelopment account	0.00
	43,639.98	Transfer from Income/Expenditure Account	49,697.79
	(8,000.00)	Internal Loan (05/06 repayment)	0.00
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	177,451.79	Balance c/f at 31.7.07	227,149.58
		3. Reconciliation of Year's Surplus/Deficit	
	43,554.65	I & E Account Surplus for the Year	49,868.55
		Transfers from I&E Account to Reserves:	
	43,639.98	Operating Reserves Fund	49,697.79
	0.00	ADC Appeal Admin Account	0.00
	985.12	ADC Redevelopment Account	0.00
	70.68	Seat Sponsorship Appeal	80.97
	71.06	Counterweight Appeal	65.13
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	44,766.84		49,843.89
XABI		4. ADC Appeal Administration Account	
	(2,517.71)	Balance at prev year end	(4,835.40)
	0.00	Transfer from reserves	4,835.40
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	(4,835.40)	Balance c/f at 31.7.07	0.00
XABK		5. ADC Theatre Redevelopment Account	
	26,845.25	Balance at prev year end	0.00
	985.12	Deposit Account Interest (Transferred from I&E)	0.00
	(27,830.37)	Transferred to Operating Reserves Fund	0.00
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	0.00	Balance c/f at 31.7.07	0.00
		6. Other Appeals	
XABH		Seat Sponsorship	
	1,766.80	Balance at prev year end	1,837.48
	0.00	Seat plaques	(148.81)
	0.00	Donations	0.00
	70.68	Deposit Account Interest (Transferred from I&E)	80.97
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	1,837.48	Balance c/f at 31.7.07	1,769.64
XABG		Counterweight Appeal	

1,833.54	Balance at prev year end	1,904.60
0.00	Donations	0.00
0.00	CW Expenditure as part of camp	(1,634.77)
71.06	Deposit Account Interest (Transferred from I&E)	65.13
<u>1,904.60</u>	Balance c/f at 31.7.07	<u>334.96</u>

7. Theatre Hire Income

236,868.23	Total takings	284,669.53
154,353.32	Paid out to shows	196,146.26
<u>82,514.91</u>	Net theatre hire	88,523.27
0.00	Credit Card Machine Costs	0.00
2,661.70	Other hire	2,079.00
<u>85,176.61</u>	Surplus For Year	<u>90,602.27</u>

8. Bar Account

77,647.65	Total sales (net)	85,785.57
	Costs	
(1,130.00)	Opening Stock	(1,800.00)
(31,605.70)	Purchases	(34,432.91)
<u>1,800.00</u>	Closing Stock	<u>2,346.00</u>
(30,935.70)		(33,886.91)
<u>46,711.95</u>	GROSS PROFIT	<u>51,898.66</u>
	Expenses	
(7,640.52)	Casual Bar Staff	(7,775.98)
<u>(3,242.01)</u>	Equipment & Projects	(3,171.32)
(10,882.53)		(10,947.30)
<u>35,829.42</u>	Total Bar Surplus For Year	<u>40,951.36</u>

9. Capital Expenditure

Routine

	Smoke machine	254.98
	Haze machine	50
	Miscellaneous	126.79
	Tallescope inspection	417.73
	Rope	529.64
	Sound equipment	34.9
Total		<u>1,414.04</u>

Approved

	Trapflying safety rail system/storage	2,224.21
	New dressing room chairs	713.48
	Stage piano & storage	875.86
	New counterweight set (from Cap E)	3,976.42
	Camp projects	1,853.71
Total		<u>9,643.68</u>

Total Capital Expenditure For Year

11,057.72

10. Publicity

7,645.35	Termly Leaflet	
	Printing Costs	9,064.26

<u>2,950.00</u>		Postage & Distribution Costs	<u>2,891.77</u>	
	10,595.35			11,956.03
		Advertising		
50.96		Local Publications	259.40	
136.16		Varsity	154.00	
<u>284.50</u>		Other	<u>263.97</u>	
	471.62			677.37
	<u>11,066.97</u>	Total for year		<u>12,633.40</u>

11. Box Office account

		Income		
18608.34		Commission to shows	22,502.08	
503.67		Credit card commission	565.00	
1511.01		Phone sales commission	<u>1,710.00</u>	
	<u>20,623.02</u>			<u>24,777.08</u>
		Expenditure		
2499		Blackbaud support charges	3,050.50	
956.26		Telephone	956.69	
1058.75		Ticket & comp slip printing	1,324.00	
6166.51		Staff costs	6,755.11	
3125.51		Credit card fees	3,600.35	
<u>279.73</u>		Miscellaneous	<u>268.95</u>	
	<u>14,085.76</u>			<u>15,955.60</u>
	<u>6,537.26</u>	Total Box Office Surplus for Year		<u>8,821.48</u>

12. Citigroup fund (not shown in P&L or balance sheet)

	1,141.16	Balance at prev year end	827.64
	35.37	Deposit Account Interest	28.22
	(348.89)	Grants paid out	0.00
	<u>827.64</u>	Balance c/f at 31.7.06	<u>855.86</u>