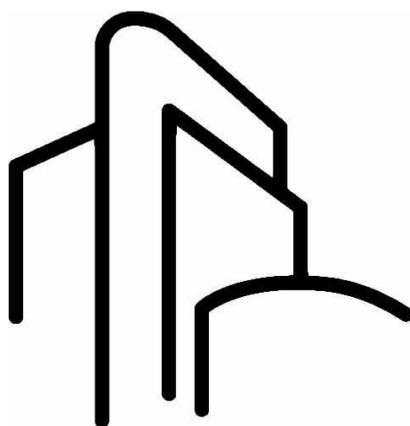


# The Cinema Theatre Association

(A Company limited by guarantee)

## REPORT and FINANCIAL STATEMENTS for the financial year ended 29<sup>th</sup> February 2020



*Company No.:* 04428776

(Registered in England and Wales)

*Registered Charity No.:* 1100702

*Registered address:* 59 Harrowdene Gardens  
Teddington, Middlesex TW11 0DJ

*Reporting Accountant:*

Kenneth Wilson

Ashley Lodge

Orchard End

Weybridge

KT13 9LS

# The Cinema Theatre Association

## Report and Financial Statements for the financial year ended 29<sup>th</sup> February 2020

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### **DIRECTORS AND ADVISERS**

#### **DIRECTORS/TRUSTEES**

Jeremy Buck  
Richard J H Gray  
David Trevor-Jones  
Ian M Meyrick  
Neville C Taylor  
Adam Unger

#### **SECRETARY**

Adam Unger

#### **REGISTERED ADDRESS**

59 Harrowdene Gardens  
Teddington  
Middlesex TW11 0DJ

#### **BANKERS**

Barclays Bank plc

#### **REPORTING ACCOUNTANT**

Kenneth Wilson  
Ashley Lodge  
Orchard End  
Weybridge KT13 9LS

#### **REGISTERED NUMBER**

(Registered in England and Wales)

04428776

#### **CHARITY NUMBER**

1100702

# The Cinema Theatre Association

Report of the Directors  
1<sup>st</sup> March 2019 - 29<sup>th</sup> February 2020

The Directors present this report for the period 1<sup>st</sup> March 2019 to 29<sup>th</sup> February 2020, together with the financial statements for that period.

## CONSTITUTION

The status is that of a company limited by guarantee, not having share capital, and a registered charity governed by its memorandum and articles of association. The directors of the company are the trustees of the charity for the purposes of charity law. As set out in Standing Orders, the directors of the company are the five main officers of the Executive Committee who are elected by the members of the company at each Annual General Meeting. The Directors at their Annual Meeting may also appoint up to three further directors who shall be members of the company but need not be members of the Executive Committee.

## PRINCIPAL ACTIVITY

The principal activity of the company is to advance education for the public benefit through the promotion of the study of all aspects of cinema and theatre buildings, with particular reference to the conservation of such buildings and the maintenance of an archive of information about such buildings. The company publishes annually a magazine, *Picture House*, and a bi-monthly *Bulletin* which are sent to members.

## REVIEW OF OPERATIONS

The company maintains its proactive heritage rôle on conservation matters regarding cinema buildings to Historic England, local planning authorities, developers and their architects. For the benefit of our members, a programme of lectures, visits and tours in the United Kingdom and overseas is organised. An archive relating to cinema buildings is maintained and this increases in size and scope by the donation and bequest of material. As reported last year, the archive was removed from a commercial storage facility into leasehold premises. The additional space available has allowed the assets to be made more accessible. As a result the Archivist, with the help of a number of volunteers, have made great progress with sorting the collections, cataloguing them and scanning the photographic collections. It is intended that lists of items in some of the collection will be available on-line. There is now adequate space for researchers to use archive material after making arrangements to do so with the Archivist. A website is regularly updated and is effective in attracting new members and the Association benefits from the sales of books to both members and non-members. It is the intention of the directors that the company shall continue in its present capacity for the foreseeable future.

## FINANCIAL REVIEW

Results for the period are shown in the accounts set out on pages 5 to 7. The notes on page 7 are an integral part of the accounts.

## DIRECTORS (TRUSTEES)

The persons listed on page 2 above served throughout the period covered by this report.

## REPORTING ACCOUNTANT

Kenneth Wilson expressed his willingness to continue as reporting accountant if the standard of account keeping by the present Treasurer is maintained in the future.

By order of the Board

Signed: *A T Unger*

Date: *9 June 2020*

Adam Unger (Secretary), 59 Harrowdene Gardens, Teddington TW11 0DJ

# The Cinema Theatre Association

## Statement of Directors' Responsibilities

Company law requires the directors to prepare financial statements for each financial year or period which give a true and fair view of the state of affairs of the company, and of the surplus or deficit of the company for that period.

In preparing those financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue its operations

The directors are responsible for keeping proper 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.

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# The Cinema Theatre Association

## Report of the Accountant to the Directors Financial Year ended 29<sup>th</sup> February 2020

You consider that the company is exempt from an audit and that an independent examination of the accounts is needed for the financial year ended 29<sup>th</sup> February 2020. You have acknowledged, on the balance sheet, your responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Companies Act 2006 and for preparing financial statements which give a true and fair view of the state of affairs of the company and of its surplus or deficit for the financial year.

It is my responsibility to examine the accounts under section 145(1)(a) of the Charities Act 2011 ("the Act") following the procedures given by the Charities Commission under section 145(5)(b) of the Act and state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commissioners including a review of the accounting records kept by the company and a comparison of those records with the accounts presented. The procedures undertaken by me do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the accounts.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which comply with the accounting requirements of the Act have not been met or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *K Wilson*

Date: *13 May 2020*

Kenneth Wilson (Chartered Accountant)  
Ashley Lodge, Orchard End, Weybridge KT13 9LS

# The Cinema Theatre Association

## BALANCE SHEET - 29<sup>TH</sup> FEBRUARY 2020

<b>CURRENT ASSETS &amp; LIABILITIES</b>	<b>Notes</b>	<b>2020</b>	<b>2019</b>
Book stocks at Directors' valuation		£ 13,405.60	£ 13,157.14
Cash at Bank and Building Society		£ 143,180.92	£ 167,458.64
M & G Charibond (at net cost)	4	£ 49,419.17	£ 49,419.17
Corporation Tax	5	£ 0.00	£ 0.00
<b>NET ASSETS</b>		<b>£ 206,005.69</b>	<b>£ 230,034.95</b>
 <b>RESERVES</b>			
Members' funds and stocks of books on 1 <sup>st</sup> March		£ 230,034.95	£ 263,195.60
Deficit for the year to 28 <sup>th</sup> February		£ (24,029.26)	£ (33,160.65)
<b>MEMBERS' FUNDS</b>	2	<b>£ 206,005.69</b>	<b>£ 230,034.95</b>

For the financial year ended 29<sup>th</sup> February 2020, the Company was entitled to exemption from audit, under the provisions of section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit 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 are prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements on pages 5 to 7 were approved  
by the Board of Directors on 18 June 2020 and signed on its behalf by

Signed: *David Trevor-Jones*

Signed: *N C Taylor*

David Trevor-Jones  
Chairman

Neville C Taylor  
Honorary Treasurer

*The notes on page 7 form an integral part of these financial statements.*

**The Cinema Theatre Association**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FINANCIAL YEAR ENDED 29<sup>TH</sup> FEBRUARY 2020**

	Notes (see next page)	<b>Year to 29.2.2020</b>	Year to 28.2.2019
<b>INCOME</b>	1		
Members' subscriptions		£ 25,227.00	£ 25,713.00
Profit (Loss) on Sales		£ 990.69	£ 1,566.87
Surplus/(Deficit) - Visits etc.		£ (78.97)	£ (248.54)
Donations (including Gift Aid)		£ 10,573.80	£ 9,343.75
Increase/(Decrease) in book stocks		£ 248.46	£ 4.17
		<b>£ 36,960.98</b>	<b>£ 36,379.25</b>
 <i>less</i> <b>ADMINISTRATION EXPENSES</b>		<b>£ 63,723.47</b>	<b>£ 71,361.32</b>
		<b>£ (26,762.49)</b>	<b>£ (34,982.07)</b>
 <i>plus</i> <b>INTEREST RECEIVABLE</b>	3	£ 2,733.23	£ 1,819.73
		<b>£ (24,029.26)</b>	<b>£ (33,162.34)</b>
<b>(DEFICIT)/SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>			
 <b>TAXATION</b>	5	£ 0.00	£ 0.00
 <b>LEGACIES</b>		£ 0.00	£ 1.69
		<b>£ (24,029.26)</b>	<b>£ (33,160.65)</b>
 <b>DEFICIT FOR THE FINANCIAL YEAR</b>		<b>£ (24,029.26)</b>	<b>£ (33,160.65)</b>

**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**

The company had no recognised gains or losses other than the surplus or deficit for the above operating period.

**CONTINUED AND DISCONTINUED ACTIVITIES**

The company's operating activities commenced on 18<sup>th</sup> April 2004 when the company succeeded to the operating activities previously carried on by the Cinema Theatre Association as a members' club.

# The Cinema Theatre Association

## NOTES TO THE FINANCIAL STATEMENTS FINANCIAL YEAR ENDED 29<sup>TH</sup> FEBRUARY 2020

### 1. ACCOUNTING POLICIES

#### BASIS OF ACCOUNTING

The financial statements have been prepared in accordance with the Companies Act 2006 and with applicable Accounting Standards. Any material departures from Accounting Standards are described below.

#### BASIS OF PREPARATION

These financial statements have been prepared under the historical cost convention and the principal accounting policies adopted by the directors within that convention are set out below.

#### INCOME

Income is the aggregate of total subscriptions from members together with profit on sales, lectures and visits. Donations represent total unsolicited gifts from members and others together with GiftAid tax reclaimed on qualifying donations. Sales totalled **£2,901** (2018/9: £4,658) and of this **£788** (2018/9: £2,078) was sales of the Association's own publications, including those under the Mercia Cinema Society imprint, and is retained for expenditure on new publications.

### 2. RECONCILIATION OF MOVEMENTS IN MEMBERS' FUNDS

	<b>29.2.2020</b>	28.2.2019
	£	£
Assets - Balance brought forward (see note 5)	<b>230,034.95</b>	263,195.60
Surplus (Deficit) realised in year to end of February	<b>(24,029.26)</b>	(33,160.65)
<b>MEMBERS' FUNDS AT END OF FEBRUARY</b>	<b>206,005.69</b>	230,034.95

### 3. INTEREST RECEIVABLE

Bank accounts	<b>1,652.99</b>	565.88
Income from M&G Charibond	<b>1,080.24</b>	1,253.85
	<b>2,733.23</b>	1,819.73

### 4. INVESTMENT

A sum of £50,000 (£49,419.17 after equalisation) was invested, for interest, at the end of June 2012 in M&G Charities Fixed Interest Common Investment Fund ('Charibond') giving a holding of 38,580.247 shares. As at 29<sup>th</sup> February 2020, the value of this holding was **£47,839.50** (2018/19: £47,098.77).

### 5. TAXATION

The company is a mutual-trading registered charity. Its activities do not generate income liable to corporation tax and its investment income is not liable to income tax.

### 6. CONTROLLING PARTY

The company is limited by guarantee and does not have share capital. In the opinion of the directors, there is no controlling party.

The Cinema Theatre Association (Company limited by guarantee)  
 Detailed Income/Expenditure Account for financial year ended 29<sup>th</sup> February 2020

This analysis is to inform members and make a direct comparison with the Accounts and Balance Sheet for the preceding year.  
 It does not form part of the foregoing Report and Financial Statements of the Company.

	<b>Mar-19 to Feb-20</b>	<b>Mar-18 to Feb-19</b>	<i>Change</i>
<b>INCOME</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>SALES</b>			
Granada book sales	0.00	94.96	(94.96)
Odeon 1 book sales	87.00	84.00	3.00
Odeon 2 book sales	87.00	103.99	(16.99)
ABC reprint book sales	280.00	632.50	(352.50)
Gaumont-British reprint book sales	0.00	547.40	(547.40)
Picture House sales	333.50	464.00	(130.50)
Cinemas in Britain (2011) sales	118.00	59.00	59.00
London West End Cinemas sales	160.00	120.00	40.00
General book sales	1,521.36	2,101.19	(579.83)
Mercia CS book sales	61.50	151.00	(89.50)
Videos and other goods sold	252.50	299.98	(47.48)
<b>TOTAL SALES</b>	<u>2,900.86</u>	<u>4,658.02</u>	<u>(1,757.16)</u>
<b>DONATIONS</b>			
Donations for the Archive	648.00	475.30	172.70
Donations for Casework	3,200.00	3,879.00	(679.00)
Other donations	1,496.20	30.00	1,466.20
Gift Aid tax repayments	5,229.60	4,959.45	270.15
<b>TOTAL DONATIONS</b>	<u>10,573.80</u>	<u>9,343.75</u>	<u>1,230.05</u>
<b>MEMBERS' SUBSCRIPTIONS</b>	<u>25,227.00</u>	<u>25,713.00</u>	<u>(486.00)</u>
<b>INTEREST</b>			
CAF 90 day account Interest	0.00	84.56	(84.56)
Virgin Money Charity acc. Interest	602.99	481.32	121.67
Yorkshire Bank Deposit Interest	1,050.00	0.00	1,050.00
M&G Charibond Income	1,080.24	1,253.85	(173.61)
<b>TOTAL INTEREST</b>	<u>2,733.23</u>	<u>1,819.73</u>	<u>913.50</u>
<b>SUB-TOTAL (General Income)</b>	41,434.89	41,534.50	(99.61)
<b>LEGACIES</b> (see page 12)	0.00	1.69	(1.69)
<b>LECTURES, VISITS &amp;C</b> (see page 10)	6,220.25	31,156.00	(24,935.75)
<b>TOTAL INCOME</b>	<u>47,655.14</u>	<u>72,692.19</u>	<u>(25,037.05)</u>

<b>EXPENDITURE</b>	<b>Mar-19 to Feb-20</b>	<b>Mar-18 to Feb-19</b>	<b>Change</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>COST OF SALES</b>			
Books and videos bought for sale	1,844.30	1,626.05	218.25
Book publishing/distribution costs	168.00	995.00	(827.00)
Royalties	0.00	315.49	(315.49)
<b>Total Cost of Sales</b>	<b>2,012.30</b>	<b>2,936.54</b>	<b>(924.24)</b>
<b>COST OF MEMBERSHIPS</b>			
Bulletin production	8,093.00	8,630.00	(537.00)
Bulletin packing (inc. envelopes)	1,071.88	1,100.58	(28.70)
Bulletin postage	7,133.87	8,312.87	(1,179.00)
Advertising in Bulletin	(78.75)	(9.00)	69.75
Royalties received for Bulletin	(19.77)	0.00	(19.77)
Picture House publishing costs	4,897.38	5,065.00	(167.62)
<b>Total Cost of Memberships</b>	<b>21,097.61</b>	<b>23,099.45</b>	<b>(2,001.84)</b>
<b>GENERAL EXPENDITURE</b> (** part or all of these items defrayed from legacy funds, see p.12)			
Archive expenses **	18,706.51	26,191.58	(7,485.07)
Casework expenses **	14,167.62	15,123.44	(955.82)
Insurances	570.23	374.69	195.54
Legal fees	1,020.00	420.00	600.00
Limited Company/Charity expenses	1,517.18	1,368.65	148.53
Membership leaflet & advertising	135.00	210.00	(75.00)
Miscellaneous	390.71	609.73	(219.02)
Postal charges (net)	179.08	42.07	137.01
Press cuttings services	2,388.86	2,565.15	(176.29)
Publicity & PR	0.00	0.00	0.00
Stationery & packing materials	125.33	227.38	(102.05)
Website **	2,273.26	181.41	2,091.85
<b>Total general expenditure</b>	<b>41,473.78</b>	<b>47,314.10</b>	<b>(5,840.32)</b>
Bank Charges	0.00	0.00	0.00
Credit card charges	690.48	870.54	(180.06)
PayPal Fees	209.47	231.84	(22.37)
<b>Total banking charges</b>	<b>899.95</b>	<b>1,102.38</b>	<b>(202.43)</b>
<b>SUB-TOTAL (General expenses)</b>	<b>65,483.64</b>	<b>74,452.47</b>	<b>(8,968.83)</b>
<b>LECTURES, VISITS &amp;c (see page 10)</b>	<b>6,449.22</b>	<b>31,404.54</b>	<b>(24,955.32)</b>
<b>TOTAL EXPENDITURES</b>	<b>71,932.86</b>	<b>105,857.01</b>	<b>(33,924.15)</b>
Operating surplus/(deficit)	(24,277.72)	(33,164.82)	
Increase (decrease) in book stocks	248.46	4.17	
I/E account brought forward	230,034.95	263,195.60	
I/E account carried forward	206,005.69	230,034.95	
<b>TOTAL EXPENDITURE</b>	<b>71,932.86</b>	<b>105,857.01</b>	<b>(33,924.15)</b>
<b>USE OF LEGACY FUNDS [**]</b>	<b>(15,580.96)</b>	<b>(14,773.98)</b>	<b>(806.98)</b>
<b>PAID FROM GENERAL FUNDS</b>	<b>56,351.90</b>	<b>91,083.03</b>	<b>(34,731.13)</b>