

GREEN DOOR

T H E A T R E

Trustees' Annual Report

1st February 2024 to 31st January 2025

Green Door Theatre
Scottish Charity Number: SC048933
3 Dunglass Avenue
Glasgow
G14 9DX

hello@greendoortheatre.com

<https://www.greendoortheatre.com>

<https://www.facebook.com/WeAreGreenDoor>

<https://twitter.com/WeAreGreenDoor>

<https://www.instagram.com/wearegreendoor/>

Charity Trustees

1. Marion Hart
2. Erik Igelström
3. Kelly Johnston
4. Rachel Thomson
5. Andrew Denny

Structure, governance and management

Type of governing document

Green Door Theatre is a Scottish Charitable Incorporated Organisation (SCIO), regulated by the Office of the Scottish Charity Regulator (OSCR), and governed by a constitution. The organisation consists of the trustees, who are also the only Members of the organisation for the purposes of the Charities and Trustee Investment (Scotland) Act 2005.

Green Door Theatre is not formally affiliated with any other body.

Trustee recruitment and appointment

The current trustees may appoint new trustees at any time by majority vote at a trustees' meeting. In selecting individuals for appointment, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the organisation.

Objectives and activities

Charitable purposes

The objects of the organisation, as set out in its constitution, are:

1. To prepare and present not-for-profit theatre productions (including but not limited to drama, dance, musical theatre and comedy) with the purpose of advancing the arts, heritage and culture within Glasgow and the surrounding area.
2. To provide opportunities for non-professional theatre performers to improve their skills through workshops and participation in public theatre performances.
3. To provide opportunities for non-professional and emergent theatre-makers to improve their skills and present their work.

Summary of the main activities

The organisation's primary activity is to produce theatrical productions. The choice of show is guided by both creative and commercial sensitivities. The overriding aim of the production and rehearsal process is to produce high-quality theatre while keeping inclusiveness high, ensuring low costs of participation for cast members. The production is performed and produced by volunteers, and all contributors who are not trustees

become non-voting members of the organisation for at least one year for a small fee (£10).

Other activities of the organisation include provision of musical theatre workshops, which provide interested individuals unable to commit to an entire rehearsal process with access to our creative team and resources. These workshops act as fundraisers for the organisation and raise its profile in the Glasgow theatre community. The organisation also arranges social activities for current and previous cast members/non-voting members.

Achievements and performance

The Wedding Singer

The primary production in this reporting year was *The Wedding Singer*, which was performed at Platform in Easterhouse, Glasgow from 31 October to 2 November 2024. Auditions were advertised on social media (Facebook, Twitter, Instagram). Auditions were held on 8 and 9 June 2024, with 24 performers cast from a pool of 28 auditionees. Rehearsals began on 4 August.

Marketing for the show was predominantly delivered via social media, though some physical posters were also purchased and displayed throughout the local area. Final ticket sales were 575 out of a capacity of 800.

Financial review

Policy on reserves

Our current aim is for the organisation to hold enough reserves at the beginning of a year to cover the costs of its activities during the following year, i.e. generally one theatrical production. Since a production generally involves large up-front expenditure, and most of the receipts (ticket sales in particular) are recouped only after the production is finished, the level of reserves can be substantially lower at some points in the year.

The exact level that is deemed appropriate will depend on the activities planned, and the expected cost of venue hire, show rights, etc. For reference, the 2019–20 production of *Assassins* had a total expenditure of around £8,000, of which around £4,000 had to be paid before ticket sales were realised. Hence, for a production of a similar scale, it might be anticipated that reserves of £4,000–£5,000 at the start of the year would be adequate.

Donated facilities and services

Free usage of rehearsal space at Dance Glasgow studios was provided by Trustee Marion Hart, for which the organisation extends its sincere thanks. The trustees are also grateful to the individuals who freely offered their time, skills and energy on production teams.

The trustees also gratefully acknowledge the hard work and graft of cast members throughout this financial year, without whom the organisation's charitable purposes could not be met.

Statement of receipts and payments for the year ended 31 January 2025¹

	Unrestricted funds	Total funds current period	Total funds last period
<u>Receipts</u>			
Donations (including membership fees)	£1,470	£1,470	-
Receipts from charitable activities	£7,488	£7,488	-
<u>Total receipts</u>	<u>£8,958</u>	<u>£8,958</u>	<u>£0</u>
<u>Payments</u>			
Costs of charitable activities	£6,631	£6,631	£500
<u>Total payments</u>	<u>£6,631</u>	<u>£6,631</u>	<u>£500</u>
Surplus / (deficit) for the year	£2,327	£2,327	(£500)

¹ All amounts are rounded to the nearest pound.

Statement of balances as at 31 January 2025²

	Unrestricted funds	Total current period	Total last period
Cash and bank balances at start of year	£4,557	£4,557	£5,057
Surplus / (deficit) shown on receipts and payments account	£2,327	£2,327	(£500)
<u>Cash and bank balances at end of year</u>	<u>£6,884</u>	<u>£6,884</u>	<u>£4,557</u>
<u>Liabilities</u>			
Loans from trustees	£1,254	£1,254	£1,254
Expenses to be reimbursed	£3,395	£3,395	£3,395
<u>Total liabilities</u>	<u>£4,649</u>	<u>£4,649</u>	<u>£4,649</u>

² All amounts are rounded to the nearest pound.

Notes to the accounts for the year ended 31 January 2025

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the organisation.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. The charity has no restricted funds.

3. Remuneration and expenses to trustees and connected persons

No remuneration or expenses were paid during the period to any trustee or person connected to a trustee.

Declaration

Signed on behalf of the charity trustees:

Erik Igelström
Trustee
17/09/2026