



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|-------|------|-----------|-----------------|-------|------|
| | Period start date | | | | Period end date | | |
| | Day | Month | Year | | Day | Month | Year |
| From | | | | To | | | |

Reference and administration details

Charity name Equal People

Other names charity is known by Equal People Theatre Company

Registered charity number (if any) 1116649

Charity's principal address

C/O Mushroom Theatre Company
 Lubbards Farm, Hullbridge Road, Rayleigh
 Essex
Postcode SS6 9QG

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|----------------|-----------------|-----------------------------------|---|
| 1 | Ian Smith | | Whole Year | |
| 2 | Dawn Scrafield | Treasurer | Whole Year | |
| 3 | Willam Todman | | Whole Year | |
| 4 | Victoria Arif | Secretary | Whole Year | |
| 5 | Chris Jestico | Chairman | Whole Year | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |

| | |
|--|--|
| | |
|--|--|

Names and addresses of advisers (Optional information)

| Type of advisor | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Structure, governance and management

Description of the charity's trusts

| | |
|---|------------|
| Type of governing document (eg. trust deed, constitution) | Trust Deed |
| How the charity is constituted (eg. trust, association, company) | Trust |
| Trustee selection methods (eg. appointed by, elected by) | Volunteers |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

| |
|-------------------------------|
| All Trustees are CRB checked. |
|-------------------------------|

Objectives and activities

Summary of the objects of the charity set out in its governing document

| |
|---|
| <p>To advance education in the Performing Arts in particular of children, young people and adults with special needs or who are disadvantaged by providing workshops and activities in the Performing Arts in order to assist with their integration into the community.</p> <p>To preserve and protect the health of the public at large by the provision of classes, workshops and courses.</p> |
|---|

In furtherance of the Objects but not otherwise, the Trust has the following powers:

1. To seek and accept grants from any source whatsoever;
2. To raise funds and invite and receive contributions and donations: PROVIDED that in raising funds the Trustees shall not undertake any substantial permanent trading and shall conform to any relevant statutory regulations;
3. To take all necessary action for publicising and disseminating information concerning the Trust;
4. Subject to such consents as may be required from time to time by law to buy, take on lease or in exchange, hire or otherwise acquire any property necessary for the achievement of the Object and to maintain and equip it for use to lease exchange or otherwise dispose of the same;
5. Subject to any consent required by Law, to borrow money and to charge the whole or any part of the property of the Trust with repayment of the money borrowed;
6. To co-operate with other charities, voluntary bodies and statutory authorities and other institutions or organisations operating in furtherance of the Objects or for similar purposes and to exchange information and advice with them;
7. To establish and support any charitable trusts, associations or institutions formed for the Objects;
8. To appoint and constitute such advisory committees as the Trustees think fit PROVIDED that members of such advisory committees, who are not also properly appointed Trustees of the Trust, may not vote at meetings of the Trustees;
9. To employ such staff (who shall not be Trustees) as the Trustees consider to be necessary and to make all reasonable and necessary provisions for the payment of pensions and superannuation to staff and their dependants;
10. to delegate to any one or more of the Trustees the transaction of any business or the performance of any act required to be transacted or performed which is within the professional or business competence of such Trustee or Trustees PROVIDED that the Trustee shall exercise reasonable supervision over any Trustee or Trustees acting on their behalf under this provision and shall ensure that all their acts and proceedings are fully and promptly reported to them;
11. To accumulate monies belonging to the Trust fund for such period as may from time to time be authorised by law;
12. To collect and disseminate information in all matters affecting the Objects and exchange such information with other bodies or organisations having similar objects;
13. To establish and operate both current accounts and deposit accounts with Banks and Building Societies in the name of the Trust;
14. To receive, take and accept gifts of monies, investments or other such property whether subject to any special trusts or not;
15. To do all such other lawful things as are necessary for the achievement of the Objects

“Express Yourself” a project aimed at disadvantaged young people held during the Summer 2007 involving 80 children who are disabled or from a disadvantaged background funded by “Youth Opportunities Fund”.

Summary of the main activities in relation to these objects

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- Policy on grantmaking
- Policy programme related investment
- Contribution made by Volunteers

Achievements and performance

Summary of the main achievements of the charity during the year

| | |
|----------------------|---------------|
| Easter Egg | April 2007 |
| Peek | May 2007 |
| Charity Ball/ Raffle | October 2007 |
| Quiz Nite/ Raffle | March 2008 |
| Name the Teddy | February 2008 |
| R & R Nite | February 2008 |

Financial review

Brief statement of the charity's policy on reserves

The goal of Equal People is to open a theatre in 2012 that is accessible to all. Until such time as the land has been acquired and the building is constructed, reserves will continue to grow and be held in order to achieve the goal. At the end of 2007/2008 Equal People had funds of £27,223 carried forward. It is the charity policy that reserves are secured within low risk investments managed through the Charities Aid Foundation (CAF), in a way that gives the best return whilst being flexible to achieve the goal. The policy on charity reserves will be reviewed following the opening of the Equal People theatre.

Details of any funds materially in deficit

There are no funds in any deficit within the charity.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- The charity's principal sources of funds (including any fundraising).
- How expenditure has supported the key objectives of the charity.
- Investment policy and objectives including any ethical investment policy adopted.

Over the initial 27 months of Equal People, the primary source of income has been through charitable activities. The minimum target goal is £1m to purpose build a theatre and to date a number of active fundraising activities have been pursued from organisations such as the New Opportunities Fund. To date only limited funds have been raised as the restriction to raising the funds has been that many of the potential donators or investors in the charity require their investments to be utilised within a particular timescale, or to build upon existing established infrastructure. Until the land has been acquired or the build planning is sufficiently underway to give security to potential investors the growth in funds will be limited.

Other optional information

| |
|--|
| |
|--|

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|--|--|
| Signature(s) | | |
| Full name(s) | | |
| Position (eg secretary, chair, etc) | | |
| Date | | |