

**Civic Theatre Company Limited**  
**(Company limited by guarantee not having a share capital)**

**Directors' Report and Financial Statements**

**For the year ended 31 December 2015**

**Civic Theatre Company Limited**  
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**Financial Statements for the year ended 31 December 2015**

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**Civic Theatre Company Limited**  
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**Financial Statements for the year ended 31 December 2015**

**Company Information**

<b>Directors</b>	William Coman Philip Murphy Georgina Byrne Liam Morrissey Fintan Warfield Breda Bonner Eddie Conroy
<b>Theatre Director</b>	Brid Dukes
<b>Secretary</b>	William Coman
<b>Company Number</b>	305948
<b>Registered Office</b>	Civic Theatre, Tallaght, Dublin 24.
<b>Auditors</b>	Creely Fleming & Co. 19 The Exchange Calmount Park Ballymount Dublin 12.
<b>Business Address</b>	Civic Theatre, Tallaght, Dublin 24.
<b>Bankers</b>	AIB Bank plc. Tallaght Village, Dublin 24.
<b>Solicitors</b>	Bannon Clinch Collins, 12A Main Street, Rathfarnham, Dublin 14.

**Civic Theatre Company Limited**  
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**Directors' Report for the year ended 31 December 2015**

The directors present their annual report and audited financial statements for the year ended 31 December 2015.

**Principal Activity, Business Review and Future Developments**

The principal activity of the company is the operation and promotion of the Civic Theatre in Tallaght.

The directors are satisfied with both the level of business and year-end financial position and plan to develop and consolidate their existing activities for the forthcoming year to foster long term success.

**Results And Dividends**

The surplus for the year after providing for depreciation amounted to €7,135 (2014 - surplus €43,219).

**Principal Risks and Uncertainties**

The directors acknowledge the significant financial contribution made to the Theatre by South Dublin County Council and the Arts Council without which the Theatre would not be able to function effectively. The directors are confident that this support is likely to continue for the foreseeable future.

**Research & Development**

The company does not engage in any research and development activities.

**Post Balance Sheet Events**

There have been no significant events affecting the company since the year-end.

**Governance Code Compliance**

The directors confirm their commitment to compliance with the Governance Code for community, voluntary and charitable organisations in Ireland.

**Directors**

The directors who served during the year are as follows:

William Coman  
Philip Murphy  
Georgina Byrne  
Liam Morrissey  
Fintan Warfield  
Breda Bonner  
Eddie Conroy

**Accounting records**

The Directors acknowledge their responsibilities under Sections 281 to 285 of the Companies Act 2014 to keep proper books and records for the company. To this end we employ competent accounting personnel with appropriate expertise and provide adequate resources to the financial function. The books and records are kept at Civic Theatre, Tallaght, Dublin 24. .

**Civic Theatre Company Limited**  
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**Directors' Report for the year ended 31 December 2015**

**Directors' Responsibilities**

The directors are responsible for preparing the annual return and the financial statements in accordance with applicable Irish Law and Generally Accepted Accounting Practice in Ireland, including the accounting standards issued by the Financial Reporting Council and published by Certified Public Accountants Ireland.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that year. In preparing these the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

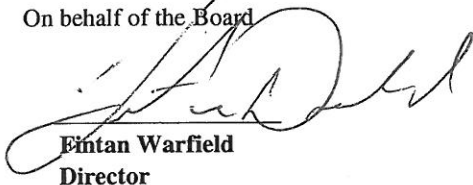
The directors confirm that they have complied with the above requirements in preparing the financial statements.

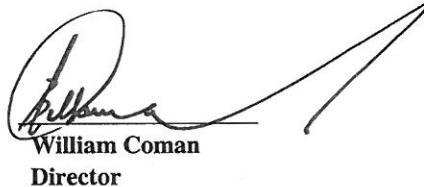
The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2014 and all the regulations to be construed as one with those Acts. 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.

**Auditors**

In accordance with the provisions of Section 383(2) of the Companies Act, 2014, the auditors, Creely Fleming & Co., will continue in office.

On behalf of the Board

  
**Eintan Warfield**  
Director

  
**William Coman**  
Director

Date: 6. April 2016

## **Independent Auditors' Report to the Members of Civic Theatre Company Limited**

We have audited the financial statements of Civic Theatre Company Limited for the year ended 31 December 2015 which comprise the Profit and Loss Account, the Balance Sheet, the Cash Flow Statement and related notes. The financial reporting framework that has been applied in their preparation is Irish Law and accounting standards issued by the Financial Reporting Council (Generally Accepted Accounting Practice in Ireland).

This report is made solely to the company's members, as a body, in accordance with the requirements of section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of directors and auditors**

As described in the Statement of Directors Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Financial Reporting Council and published by Certified Public Accountants Ireland.

Our responsibility is to audit and express an opinion on the financial statements in accordance with Irish law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition we read all the financial and non-financial information in the annual report to identify any material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view in accordance with Generally Accepted Accounting Practice in Ireland of the state of the company's affairs as at 31 December 2015 and of its surplus for the year ended; and
- have been properly prepared in accordance with the requirements of the Companies act 2014.

### **Matters on which we are required to report by the Companies Act 2014**

- We have obtained all the information and explanations we consider necessary for the purposes of our audit.
- In our opinion proper books of account have been kept by the company.
- The financial statements are in agreement with the books of account.
- In our opinion the information given in the Directors' Report is consistent with the financial statements.

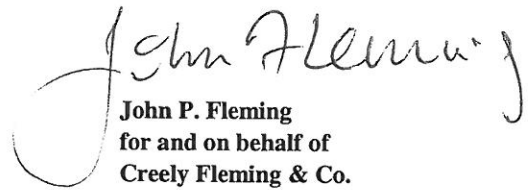
**Independent Auditors' Report to the Members of Civic Theatre Company Limited**

.../Continued

**Opinion Contd./...**

**Matters on which we are required to report by exception**

We have nothing to report in respect of the provisions in the Companies Act 2014 which require us to report to you if, in our opinion the disclosures of directors' remuneration and transactions specified by law are not made.

  
**John P. Fleming**  
for and on behalf of  
Creely Fleming & Co.  
Statutory Auditors

**19 The Exchange  
Calmount Park  
Ballymount  
Dublin 12.**

**Date:** 6 April 2016

**Civic Theatre Company Limited**  
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**Income and Expenditure Account for the year ended 31 December 2015**


		<b>Restricted Funds 2015 €</b>	<b>Unrestricted Funds 2015 €</b>	<b>Total 2015 €</b>	<b>Total 2014 €</b>
	<b>Notes</b>				
<b>Income</b>		136,000	797,520	933,520	1,073,728
Direct Costs		(136,000)	(237,208)	(373,208)	(487,816)
<b>Direct Contribution</b>		-	560,312	560,312	585,912
Administrative expenses		-	(532,434)	(532,434)	(527,015)
<b>Surplus on ordinary activities before interest</b>		-	27,878	27,878	58,897
Interest payable and similar charges	<b>5</b>	-	(20,743)	(20,743)	(15,678)
<b>Surplus on ordinary activities</b>		-	7,135	7,135	43,219
Transfer to Capital Reserve		-	-	-	25,000
<b>Surplus for year</b>		-	7,135	7,135	18,219

The turnover and surplus relate to continuing operations as no businesses were acquired or disposed of in 2015 or 2014.

A separate Statement of Total Recognised Gains and Losses is not required, as there are none other than those reflected in the Income and Expenditure Account.

  
William Coman

Director

  
Fintan Warfield

Director

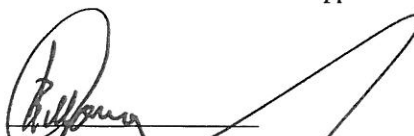


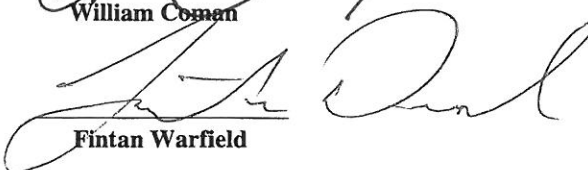
**Civic Theatre Company Limited**  
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**Balance Sheet as at 31 December 2015**

	Notes	2015 €	2015 €	2014 €	2014 €
<b>Fixed Assets</b>					
Tangible assets	6		14,172		14,874
<b>Current Assets</b>					
Sundry debtors	7	26,093		18,127	
Cash at bank and in hand		294,211		225,502	
		<u>320,304</u>		<u>243,629</u>	
<b>Creditors: amounts falling due within one year</b>	8	<u>(150,408)</u>		<u>(79,070)</u>	
<b>Net Current Assets</b>			169,896		164,559
<b>Total Assets Less Current Liabilities</b>			<u>184,068</u>		<u>179,433</u>
<b>Deferred Capital Grant</b>	9		<u>(2,500)</u>		<u>(5,000)</u>
<b>Net Assets</b>			<u>181,568</u>		<u>174,433</u>
<b>Revenue Reserves</b>					
Capital Reserve	10		75,000		75,000
Accumulated surplus			106,568		99,433
			<u>181,568</u>		<u>174,433</u>

The financial statements were approved by the Board on and signed on its behalf by

  
William Coman

  
Fintan Warfield

Director

Director

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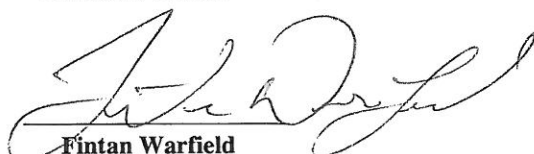
**Cash Flow Statement for the year ended 31 December 2015**

Notes	2015 €	2014 €
<b>Reconciliation of operating surplus to net cash inflow from operating activities</b>		
Operating surplus	7,135	43,219
Depreciation	11,533	8,826
(Increase) in debtors	(7,966)	4,639
Increase in creditors	71,338	(29,054)
Government grant released	(2,500)	(2,500)
<b>Net cash inflow from operating activities</b>	<u>79,540</u>	<u>25,130</u>
<b>Cash Flow Statement</b>		
Net cash inflow from operating activities	79,540	25,130
Capital expenditure	(10,831)	-
<b>Increase in cash in the year</b>	<u>68,709</u>	<u>25,130</u>
<b>Reconciliation of net cash flow to movement in net funds</b>		
Increase in cash in the year	68,709	25,130
Net funds at 1 January 2015	225,502	200,372
<b>Net funds at 31 December 2015</b>	<u>294,211</u>	<u>225,502</u>

The financial statements were approved by the Board on and signed on its behalf by

  
William Coman

Director

  
Fintan Warfield

Director

**Civic Theatre Company Limited**  
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**Notes to the Financial Statements for the year ended 31 December 2015**

**1. Accounting Policies**

The significant accounting policies adopted by the company are as follows:

**1.1. Basis of Accounting**

The financial statements have been prepared on the going concern basis, under the historical cost convention, and comply with the financial reporting standards of the Financial Reporting Council, as published by Certified Public Accountants Ireland, and the Companies Act 2014.

**1.2. Tangible fixed assets and depreciation**

Tangible Assets are stated at cost less accumulated depreciation. Depreciation is calculated in order to write off the cost of the tangible assets over their expected useful lives as follows:

Theatre equipment and fittings	-	25% Straight Line
Catering equipment	-	25% Straight Line
Office furniture and equipment	-	25% Straight Line

**1.3. Taxation**

The company qualifies for exemption from Corporation Tax under Section 207 of the Taxes Consolidated Act 1997.

**1.4. Grants**

Grants towards capital expenditure are released to the profit and loss account over the expected useful life of the related assets. Grants towards revenue expenditure are released to the profit and loss account in the year that the related expenditure is incurred.

<b>2. Operating Surplus/(Deficit)</b>	<b>2015</b>	<b>2014</b>
	€	€
Operating Surplus/(Deficit) is stated after charging:		
Depreciation of tangible assets	11,533	8,826
Auditors' remuneration	5,800	5,800
	<u>17,333</u>	<u>14,626</u>

**3. Grants and other state funding:**

<b>Name of agency</b>	<b>Type of Funding</b>	<b>2015</b>	<b>2014</b>
		€	€
Arts Council	<i>Programming</i>	110,000	112,500
Arts Council	<i>Tenderfoot</i>	8,000	9,000
Arts Council	<i>Artist in residence</i>	3,000	3,000
South Dublin Co. Co.	<i>Core Grant</i>	277,300	277,300
		<u>398,300</u>	<u>399,800</u>

**Civic Theatre Company Limited**  
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**Notes to the Financial Statements for the year ended 31 December 2015**

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**4. Employees**

**Number of employees**

The average monthly number of persons employed by the company during the year is analysed as follows:

	<b>2015</b>	<b>2014</b>
	<b>Number</b>	<b>Number</b>
Theatre director	1	1
Administration	2	2
Technical, Box Office & Cleaners	7	7
Front of house & Get ins/Get outs	4	4
Theatre production - actors (Production runs)	3	5
	<u>17</u>	<u>19</u>

**Employment costs**

	<b>2015</b>	<b>2014</b>
	<b>€</b>	<b>€</b>
Wages and salaries	336,008	357,200
Social welfare costs	27,468	29,410
	<u>363,476</u>	<u>386,610</u>

The number of employees who received remuneration in excess of €60,000 during the year were as follows:

	<b>2015</b>	<b>2014</b>
	<b>Number</b>	<b>Number</b>
Between €60,000 and €70,000	<u>1</u>	<u>1</u>

**5. Interest payable and similar charges**

	<b>2015</b>	<b>2014</b>
	<b>€</b>	<b>€</b>
Bank current account	800	969
Booking charges	19,943	14,709
	<u>20,743</u>	<u>15,678</u>

**Civic Theatre Company Limited**  
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**Notes to the Financial Statements for the year ended 31 December 2015**

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**6. Tangible assets**

	<b>Catering equipment</b>	<b>Theatre equipment</b>	<b>Office furniture &amp; equipment</b>	<b>Total</b>
	€	€	€	€
<b>Cost</b>				
At 1 January 2015	18,594	86,928	118,195	223,717
Additions	-	4,292	6,539	10,831
At 31 December 2015	<u>18,594</u>	<u>91,220</u>	<u>124,734</u>	<u>234,548</u>
<b>Depreciation</b>				
At 1 January 2015	18,594	77,437	112,812	208,843
Charge for the year	-	5,818	5,715	11,533
At 31 December 2015	<u>18,594</u>	<u>83,255</u>	<u>118,527</u>	<u>220,376</u>
<b>Net book values</b>				
At 31 December 2015	<u>-</u>	<u>7,965</u>	<u>6,207</u>	<u>14,172</u>
At 31 December 2014	<u>-</u>	<u>9,491</u>	<u>5,383</u>	<u>14,874</u>

**7. Sundry debtors**

	<b>2015</b>	<b>2014</b>
	€	€
Prepayments and accrued income	26,093	18,127
	<u>26,093</u>	<u>18,127</u>

**8. Creditors: amounts falling due within one year**

	<b>2015</b>	<b>2014</b>
	€	€
Sundry creditors and accruals	30,746	25,625
Customer credit accounts	14,258	12,815
Paye and Prsi	9,409	7,657
Deferred income	95,995	32,973
	<u>150,408</u>	<u>79,070</u>

**Civic Theatre Company Limited**  
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**Notes to the Financial Statements for the year ended 31 December 2015**

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<b>9.</b>	<b>Deferred income</b>	<b>2015</b>	<b>2014</b>
		€	€

Income received and not included in the Income and Expenditure Account as the activity to which it relates has not yet occurred.

Theatre advance bookings	58,495	32,973
Arts Council Grant	27,500	-
SDCC Dance Residency	10,000	-
	95,995	32,973

<b>10.</b>	<b>Reserves - Unrestricted</b>	<b>Revenue reserves</b>	<b>Capital reserve</b>	<b>Total</b>
		€	€	€
	<b>At 1 January 2015</b>	99,433	75,000	174,433
	Surplus for the year	7,135		7,135
	<b>At 31 December 2015</b>	106,568	75,000	181,568

**11. Company status**

The Civic Theatre is a company limited by guarantee and not having a share capital. In accordance with the Memorandum & Articles of Association, in the event of the Company being wound up, each member's liability is limited to €1.27.

**12. APB Ethical Standards - Provisions Available for Small Entities**

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the Revenue Commissioners and assist with the preparation of the financial statements.

**13. Approval of financial statements**

The financial statements were approved by the Board on . 6 April 2016

**Civic Theatre Company Limited**  
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**Detailed Operating Statement for the year ended 31st December 2015**

	2015	2015	2014	2014
	€	€	€	€
<b>Income</b>				
Theatre income		471,313		517,660
Tenderfoot		25,093		21,760
Artists in Residence		3,000		3,000
Programme sales		4,457		1,917
Restaurant fees		28,600		28,600
Bar commission		2,666		3,169
Funding by County Council		277,300		277,300
Funding by Arts Council		110,000		112,500
Amortisation of Capital Grant		2,500		2,500
Faith Income		-		74,638
Booking fees		8,591		8,598
Camp Fame Income		-		22,086
		<u>933,520</u>		<u>1,073,728</u>
<b>Direct Costs</b>				
Theatre companies	325,565		355,570	
Youth Theatre Residency Training Prog./Tenderfoot	38,240		32,134	
Artists in Residence	8,000		4,000	
Faith Expenditure	-		79,847	
Camp Fame Expenditure	-		14,935	
Other costs	1,403		1,330	
		<u>(373,208)</u>		<u>(487,816)</u>
		560,312		585,912
<b>Administration costs</b>		553,177		542,693
<b>Surplus for the year</b>		<u><u>7,135</u></u>		<u><u>43,219</u></u>

**Civic Theatre Company Limited**  
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**Detailed Operating Statement for the year ended 31st December 2015**

	2015	2015	2014	2014
	€	€	€	€
<b>Administrative expenses</b>				
Wages and salaries	363,476		361,078	
Staff training	3,448		15	
Insurance	5,205		6,519	
Light and heat	32,557		36,080	
Cleaning and waste disposal	2,317		3,612	
Repairs and maintenance	36,217		39,504	
Printing, postage and stationery	29,475		27,202	
Advertising and promotion	23,136		20,047	
Telephone	6,970		7,993	
Motor and travel	2,701		2,014	
Meals and entertaining	2,948		3,501	
Licences costs	3,006		2,999	
Audit and accountancy fees	5,800		5,800	
HR Consultancy	1,107		831	
Bank interest and charges	800		969	
Booking charges	19,943		14,709	
Tickets and other expenses	2,538		994	
Depreciation	11,533		8,826	
	<u>553,177</u>		<u>542,693</u>	