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# **Southampton Film Theatre**

**A Registered Charity and  
Company Limited by Guarantee**

**Trustees Reports and Financial Statements  
For the year ended 31 July 2023**

**Charity number                      276825  
Company number                    1383708**

The Trustee Directors present their report and financial statements for the year ended 31 July 2023.

## **STATUS**

Southampton Film Theatre, popularly known as the Phoenix (and also referred to below as the Phoenix or the Society) is run in association with Union Films, based in Southampton University's Students' Union.

The Society enjoys charitable status and is registered with the Charity Commission (Registration No 276825) under the name of Southampton Film Theatre.

The Society is also registered with Companies House (Registration No 1383708) under the name of Southampton Film Theatre, and is a company limited by guarantee and does not possess share capital. Liability of members is restricted to £1 each in the event of the Society being wound up.

The Registered Office address is:

The Phoenix (Southampton Film Theatre), 2 Mulberry Walk, Southampton, SO15 5GA.

The website address is: <https://www.thephoenix.org.uk>

The Phoenix is a member of Film Hub South West.

## **GOVERNANCE**

The charity Trustees are also Directors of the company and, in the company's Articles, are known as members of the Council of Management. According to the requirements of the Memorandum and Articles of Association the members of the Council of Management are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. Members of the Council of Management are set out on page 3.

## **PURPOSES AND AIMS**

The purposes and aims of the Society, its Charitable Objects, are as detailed in its Articles of Association and form the basis of its registration as a charity. Briefly, they are to encourage the development of film and public appreciation of the medium of film, and to promote the use of film as a record of contemporary life, particularly with reference to Hampshire and the City of Southampton.

## **ENSURING OUR WORK DELIVERS OUR AIMS**

The Council of Management reviews the Society's aims, objectives, activities and risks each year. The review process helps us to ensure that our aims, objectives and activities remain focused on our stated purposes. We also identify risks and prioritise them in terms of likelihood of occurrence and potential impact. Our review process was extended as the Covid-19 pandemic developed; our reaction to the easing of Covid-19 restrictions is set out in detail in the "Review of Business" on pages 2 and 3.

Our key risks, in addition to those arising from the Covid-19 pandemic, comprise the loss of key members of the Council of Management; a material reduction in the Society's membership; a sustained fall in the popularity of cinema towards small screen streaming services; various issues relating to Brexit; and venue loss.

The Council of Management has paid due regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Council consider how planned activities will contribute to the aims and objectives they have set.

## **HOW OUR ACTIVITIES DELIVER PUBLIC BENEFIT**

The Society's main activity, who we hope to benefit and our achievements and performance in the year are described in the "Review of Business" on pages 2 and 3. All our charitable activities are undertaken to further our charitable purposes, as embodied in our Charitable Objects, for the public benefit.

## **REVIEW OF BUSINESS**

### *Working with the Students' Union and Union Films*

The Phoenix operates in conjunction with Southampton University's Union Films from the Southampton University Students' Union Cinema, which offers DCI-compliant and 35mm projection facilities in a comfortable, well-ventilated environment for film-watching.

We retain our status as Union Films' 'World Cinema' provider whilst maintaining our identity as a standalone film society serving the wider public with an interest in the medium of film in and around Southampton. We value the often annually changing personnel in Union Films and our contact with the Students' Union team; we understand that the Union values our community involvement.

### *Our return after the Covid-19 closure*

We resumed screenings on 13 October 2021 having decided to temporarily cease screenings some two weeks ahead of HM Government's decision to order the closure of cinemas and much of the economy on 24 March 2020.

Our Covid-19 recovery plan, developed during the period of cinema closures, assumed an immediate significant reduction in annual memberships, door receipts and attendance compared to pre-Covid levels, and a return to an albeit smaller Phoenix over a period of up to 5 years.

In the period from 13 October 2021 until 1 June 2022 we offered a full programme of 26 screenings, assisted by the Union Films Manager and her volunteer team as well as our Phoenix volunteers. In 2021-22 we recorded 2,620 admissions being an average audience of 101 and recorded a small deficit of £230, an improved position compared to our expectations.

In respect of the year ended 31 July 2023, we again offered a full programme of 26 screenings, and a further free-entry film in conjunction with and funded by The Parkes Institute, assisted by the Union Films team as well as our Phoenix volunteers. Compared to the previous year, membership income and door receipts increased but our recorded admission of 2,434, being an average audience of 94, showed a small reduction. Overall, we recorded a small surplus in the year, of £78, also an improved position compared to our expectations.

### *Delivering our objectives*

During the year our members, including students who enjoy reciprocal membership, continued to benefit from weekly film notes, regular newsletters, involvement in Southampton Film Week, films focused on themes (e.g. International Human Rights and Holocaust remembrance), and our traditional Christmas event involving a well-received, film-oriented quiz. In short, our Phoenix community continued to enjoy the best of world cinema both affordably and comfortably.

### *Another great year of film – our Film Selection Committee continues to get it right!*

The film selection for this past year was again warmly appreciated by our members. Our average audience vote at 85% exceeded the previous year's 82%, reflecting the quality of the choices made by our Film Selection Committee. Six of our screenings scored over 90%, our most popular being 'The Quiet Girl' and Lunana: A Yak in the Classroom (both 95%), Quo Vadis, Aida? (93%) and Belfast and Parallel Mothers (both 91%).

### *Our reserves*

Members of Council continue to monitor the Society's reserves on a regular basis and consider the reserves held by the Phoenix to be satisfactory, recognising both continuing uncertainties and possible future events, and to adequately cover risks identified in our risk register (page 1). The risk register also acknowledges the voluntary nature of our Council, and from time to time we make requests of our membership for additional support to enable us to continue operating successfully in the future.

### *Going concern*

In recent years we have aimed to market our memberships ahead of details of the programme being available and we saw a strong demand for 2022-23 annual memberships ahead of 31 July 2022 (with receipts of £7,700 for the 2022-23 year before 31 July 2022). We were not able to sell 2023-24 memberships in advance but membership sales for 2023-24 in the period since 1 August 2023 until the date of signature of these financial statements are deemed satisfactory.

Members of Council have assessed the ability of The Phoenix to continue as a going concern. That assessment included consideration of the potential for Covid-19 to again disturb the operation and finances of The Phoenix including reviews of different scenarios and the assumptions underpinning them, the level of cash held as reserves and the associated risk profile of the organisations holding our money, the key risks as identified in our risk register (page 1) and our budgets for 2023-24 constructed using conservative assumptions. The assessment made by the Members of Council is that The Phoenix will remain a going concern for a period of at least 12 months from the date of approval of this report and of the financial statements.

### *Thanks*

We wish to record publicly our thanks to:

- The Union Films Manager and Union Films volunteers who work so hard to deliver an amazing experience for our members;
- the SUSU management who continue to support our activity;
- our non-student volunteers who attend week in, week out, to welcome our members, assist in administration and play an important part in supporting our film selection; and
- the individuals who, as the Phoenix Council, continue to search out and enable the showing of the best of world cinema, a task which has continued throughout the last year.

Adrian Pickering, a longstanding member of the Phoenix Council, stood down as a Trustee Director on 31 July 2023. We would like to put on public record our thanks to Adrian for his commitment to the Phoenix over so many years. We hope to see Adrian continue to enjoy the best of world cinema over the coming years as an active part of the Phoenix community.

We would also like to thank our members for their loyalty, particularly throughout recent years, and for continuing to support the efforts of the Council of Management as we resumed screenings.

### *Conclusion*

Having concluded that the state of the Company's affairs and the accounts for the year are satisfactory in the current circumstances, the Trustee Directors of the Phoenix recommend acceptance of this report.

## **COUNCIL OF MANAGEMENT**

Members of the Council are both Trustees of the Charity and Directors of the Company.

No member of the Council of Management receives remuneration or other benefit from their activities as a Trustee Director of the Phoenix. Any connection between a member of the Council of Management of the Phoenix and a contractual party must be disclosed to the Council. During the year under review, no such related party transactions were reported, although we note that Ms White is an employee of the University of Southampton.

During the year the Council Members were:

S Edwards	(elected 27 January 2021)
A Jackman (also Company Secretary)	(elected 17 November 2021)
JA Pickering	(elected 27 January 2021, resigned 31 July 2023)
W White	(elected 23 November 2022)

## **FINANCIAL STATEMENTS**

### **STATEMENT OF DIRECTORS' RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including the income and expenditure, of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice (SORP);
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies 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.

**By order of the Council**

# **DRAFT**

**A Jackman**  
**Company Secretary**  
Southampton Film Theatre  
29 November 2023

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**STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating an Income and Expenditure Account)**  
for the year ended 31 July 2023

	<i>Notes</i>	<b>2023</b>	<b>2022</b>
<b>INCOME</b>	<b>2</b>		
		<b>£</b>	<b>£</b>
Membership		<b>8,715</b>	8,680
Door receipts		<b>2,269</b>	1,734
Other operating income		-	-
Deposit account interest	3	-	100
<b>TOTAL INCOME</b>		<b>10,984</b>	<b>10,514</b>
 <b>EXPENDITURE</b>			
Film hire and purchase		<b>3,635</b>	3,830
Venue hire		<b>5,200</b>	5,200
Administration expenses		<b>985</b>	723
Promotion (including printing and advertising)		<b>1,086</b>	991
<b>TOTAL EXPENDITURE</b>		<b>10,906</b>	<b>10,744</b>
 <b>SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE AND AFTER TAXATION</b>	<b>4</b>	<b>78</b>	<b>(230)</b>
 <b>RETAINED FUNDS BROUGHT FORWARD</b>		<b>30,748</b>	<b>30,978</b>
General fund £1,998 (£2,228); designated fund £28,750 (£28,750)			
 <b>RETAINED FUNDS CARRIED FORWARD</b>		<b>30,826</b>	<b>30,748</b>
General fund £2,076 (£1,998); designated fund £28,750 (£28,750)			

There are no recognised gains or losses attributable to members other than the surplus for the period of £78 (2022: deficit of £230).

**BALANCE SHEET**

at 31 July 2023

	<i>Notes</i>	<b>2023</b> £	2022 £
<b>CURRENT ASSETS</b>			
Cash at bank and in hand	5	<b><u>45,168</u></b>	<u>52,919</u>
<b>CREDITORS: amounts falling due within one year</b>	6	<b><u>14,342</u></b>	<u>22,171</u>
<b>NET CURRENT ASSETS</b>		<b><u>30,826</u></b>	<u>30,748</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b><u>30,826</u></b>	<u>30,748</u>
<b>FUNDS</b>			
Unrestricted funds:			
General funds (undesignated)		<b>2,076</b>	1,998
Designated fund: Equipment Reserve	8	<b><u>28,750</u></b>	<u>28,750</u>
		<b><u>30,826</u></b>	<u>30,748</u>

For the year ending 31 July 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

**DRAFT**

)  
**S Edwards)**  
 ) **Directors and Trustees**  
**A Jackman)**  
 )

**29 November 2023**

**CASH FLOW STATEMENT**

for the year ended 31 July 2023

	<b>2023</b>	2022
	<b>£</b>	£
Net surplus / (deficit)	<b>78</b>	(230)
(Decrease) / increase in creditors	<b>(7,829)</b>	7,517
<b>Cash flow from operating activities:</b>		
Net cash (used in) / provided by operating activities	<b><u>(7,751)</u></b>	<u>7,287</u>
<b>Change in cash and cash equivalents in the year</b>	<b><u>(7,751)</u></b>	<u>7,287</u>



## NOTES TO THE ACCOUNTS

at 31 July 2023

### 1. ACCOUNTING POLICIES

#### *Basis of accounting and going concern*

The accounts are prepared under the historical cost convention and are drawn up in accordance with the requirements of the Statement of Recommended Practice (SORP FRS102).

The Trustee Directors assess whether the use of the going concern basis of accounting is appropriate, i.e. whether there are material uncertainties related to events or conditions that may cast doubt on the ability of the Phoenix to continue as a going concern. The Trustee Directors review forecasts and projections covering a period of at least one year from the date of approval of the financial statements in making that assessment. The Trustee Directors do not consider that there are any such material uncertainties as considered further in the Review of Business on pages 2 and 3 and recognising that the Phoenix is a volunteer-led organisation with a low level of fixed cost. As a result of this review process, the Trustee Directors consider that the going concern assumption remains valid.

#### *Income and expenditure*

Income is recognised when the company has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Expenditure is recognised when a liability is incurred.

#### *Trustee Directors' responsibilities*

See Statement on page 4.

### 2. INCOME

The Phoenix is not required to register for Value Added Tax.

### 3. INTEREST

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Bank deposit account interest	:	<u>100</u>

### 4. TAXATION

HM Revenue & Customs ("HMRC") has confirmed that the company is a charity for tax purposes in line with Paragraph 1 of Schedule 6 Finance Act 2010, and that the company is regarded for tax purposes as a charitable company. The charity reference number supplied by HMRC is EW05773. No provision for corporation tax is required.

**5. CASH AT BANK AND IN HAND**

	<b>2023</b>	2022
	£	£
Current account (Santander Bank)	<b>45,168</b>	52,919
On demand deposit account (COIF)	-	-
	<u><b>45,168</b></u>	<u>52,919</u>

**6. CREDITORS: Amounts falling due within one year**

	<b>2023</b>	2022
	£	£
Trade creditors	<b>14,342</b>	14,471
Membership income in advance	-	7,700
	<u><b>14,342</b></u>	<u>22,171</u>

**7. MEMBERS' LIABILITY**

The liability of the members is limited to £1 each.

**8. EQUIPMENT RESERVE**

The principle of establishing an equipment reserve was discussed by Council and at the AGM 2005. This designated, unrestricted fund has been established in order that the means to achieve the aims of the Charitable Company can continue to be met, particularly in relation to projection of future (digital) productions.

In the current year, an amount of £nil (2022: £nil) was transferred from the undesignated general fund to the designated equipment reserve, resulting in a balance in this reserve at the end of the year of £28,750 (2022: £28,750).