

# BROCKHAM CHORAL

Reg. Charity 284300

## Annual Report of the Trustees and Accounts for the year ended 30 June 2016

### Objectives and activities for the public benefit

Brockham Choral Society registered as a Charity in 1982 and is governed by a Constitution which was most recently updated in September 2009. This states the objectives of the Society as being “*primarily the enjoyment of music and also the promotion and development of musical knowledge and competence through the presentation of concerts and in other ways determined from time to time by the Society.*”

Membership is open to all sectors of the community, with no requirement for previous experience or auditions. The Society seeks to involve local area school-children in suitable concerts, for example Dorking Halls in June 2014, and by holding the occasional competition. Children from local primary schools have taken part in Christmas concerts in recent years.

The benefits of the Society are enjoyed by both its members and the public who attend the concerts. The concert program for each year is set within a context of performing a wide range of both familiar and less familiar choral works composed by a variety of composers from different musical periods. The advancement of the arts is thus achieved through the exposure of both choir and audience members to different styles and genres of music.

The Trustees recognise the need to encourage participation of young people either as a member or as a concert attendee. In this way they may be more likely to participate in classical music when older, as participant or attendee. Accordingly those aged 25 or under who are either in full time education or who are unemployed are granted free membership or discounted tickets, as appropriate.

Typically three concerts are held each year with professional soloists and orchestral players. Ticket prices are kept affordable with concert deficits being met by a combination of subscription income, fund raising and grants from local and national bodies.

### Performances

November 2015, St Martin's Dorking	Will Todd – Mass in Blue Ramirez – Misa Criolla Will Todd Jazz Ensemble, members of the Chameleon Arts Orchestra <i>Piano:</i> Marion Lea
December 2015, St Martin's Dorking	Family Christmas Concert in conjunction with <i>The Orpheus Centre</i> charity featuring Sir Richard Stilgoe and St Joseph's Dorking Primary School Choir <i>Organ:</i> Simon Dinsdale

March 2016, St Martin's Dorking

From Sea to Sky

*An anthology of music and readings linking composers with connections to Surrey and the Royal College of Music, including*

Stanford – Songs of the Fleet

Vaughan Williams – Five Mystical Songs

Ian Assersohn – Dwell on the Beauty (first performance)

*Organ:* Alexander Chaplin

*Piano:* Marion Lea

June 2016, St Martin's Dorking

Rutter – Sprig of Thyme

Rutter – Feel the Spirit

Chameleon Arts Chamber Orchestra

*Piano:* Marion Lea

## **Our Professionals**

Our long-standing Musical Director (MD) Andy Phillips left after the Christmas concert. We therefore appointed temporary MDs for the concerts in March (Amy Bebbington) and June (Joanna Tomlinson) whilst we undertook the recruitment process for a permanent MD from September. We are most grateful to our excellent accompanist Marion Lea for her support in rehearsal and on the occasions she accompanies a concert as was the case in November, March and June. Marion is an excellent accompanist, and we are most grateful to her for her support in rehearsal and on the occasions she accompanies a concert as was the case in November and June.

## **Finances**

The report and accounts this year are broadly in the same format as last year. The changes to meet the latest accounting standards are small and mainly in the areas of additional disclosures.

Grants such as that from the Humphrey Richardson Taylor Trust are welcome but hard to come by. Thus the main source of funding apart from subscriptions remains fund raising activities. Including the surplus from the *100 Club* these activities raised **£3,813**.

The overall general fund deficit of **£797** comes at the end of a season that was planned to be more expensive than the previous one (which saw a general fund surplus of £1,621). Total net income was greater than budgetted and expenditure slightly lower. Reduced membership numbers led to lower subscription income with total gift aid receipts boosted by a charitable donation. Concert income was better than planned for, and there was a continued focus on ticket sales.

Planning future season(s) with the new Musical Director has started and will take into account the financial resources likely to be available and fund raising capability.

## **Reserves Policy**

The Trustees have considered the needs of the Society and have agreed that the Society needs unrestricted funds equivalent to between 50% and 100% of concert expenditure for a typical year to provide cover the Society for un-insured losses in the event that those concerts cannot take place.



**Brockham Choral Society**  
**Statement of Financial Activities**  
**For the financial year ended 30 June 2016**

	<u>Note</u>	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	Total <u>2015/16</u>	Total <u>2014/15</u>
<b>INCOME</b>		£	£	£	£
Concert Income	8	9,617	-	9,617	9,470
Member Subscriptions	10	8,380	-	8,380	8,745
Friends Subscriptions	10	580	-	580	485
Gift Aid on Subs & Donations	11	1,983	-	1,983	1,773
Grants	12	1,500	-	1,500	1,500
Donations		761	-	761	556
Fundraising income:					
CD Sales		190	-	190	190
General	9	3,675	-	3,675	2,862
100 Club		1,764	-	1,764	1,776
Interest received		<u>20</u>	<u>-</u>	<u>20</u>	<u>16</u>
<b>Total incoming resources</b>		<b><u>28,470</u></b>	<b><u>-</u></b>	<b><u>28,470</u></b>	<b><u>27,373</u></b>
<b>EXPENDITURE</b>					
Concert Expenditure	8	17,463	-	17,463	14,301
All Souls (Easter in 2013)		-	-	-	250
Rehearsal Costs:					
Musical Director		4,020	-	4,020	4,320
Accompanist		2,220	-	2,220	2,020
Rehearsal Venues		3,078	-	3,078	2,650
Administration	13	960	50	1,010	1,395
Other Expenditure:					
Fundraising costs	9	448	-	448	276
100 Club prizes and costs		<u>1,178</u>	<u>-</u>	<u>1,178</u>	<u>1,180</u>
<b>Total resources used</b>		<b><u>29,367</u></b>	<b><u>50</u></b>	<b><u>29,417</u></b>	<b><u>26,392</u></b>
<b>Net income (expenditure)</b>		( 897)	( 50)	( 947)	981
<b>Net movement in funds</b>		( 897)	( 50)	( 947)	981
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		8,798	360	9,158	8,177
Total funds carried forward		<u>7,901</u>	<u>310</u>	<u>8,211</u>	<u>9,158</u>

**Brockham Choral Society**  
**Balance Sheet**  
**at 30 June 2016**

	<u>Note</u>	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	TOTAL <u>2016</u>	TOTAL <u>2015</u>
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	5	-	-	-	-
<b>CURRENT ASSETS</b>					
Debtors and prepayments	6	-	-	-	1,870
Cheque accounts		953	-	953	249
Deposit accounts		<u>7,534</u>	<u>310</u>	<u>7,844</u>	<u>7,174</u>
<b>Total current assets</b>		8,487	310	8,797	9,293
<b>Liabilities</b>					
Creditors and Accruals	7	<u>586</u>	-	<u>586</u>	<u>135</u>
<b>Net current assets</b>		<u>7,901</u>	<u>310</u>	<u>8,211</u>	<u>9,158</u>
<b>Total Net Assets</b>		<u>7,901</u>	<u>310</u>	<u>8,211</u>	<u>9,158</u>
<b>CHARITY FUNDS</b>					
		Unrestricted <u>Funds</u>	Designated <u>Funds</u>	TOTAL <u>2016</u>	TOTAL <u>2015</u>
		£	£	£	£
Unrestricted Funds		7,901	-	7,901	8,798
Designated Funds		-	310	310	360
<b>Total Charity Funds</b>		<u>7,901</u>	<u>310</u>	<u>8,211</u>	<u>9,158</u>

The notes starting on pages 5 to 9 form part of the financial statements. These accounts were approved by the Trustees on 2016 and signed on their behalf by

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## **Brockham Choral Society**

### **Notes to the Financial Statements for the year ended 30 June 2016**

#### **1. General Notes**

The financial statements have been prepared under the small charity provisions of Charities Statement of Recommended Practice (FRS102) (SORP FRS102) as a “true and fair view” override to the requirements of the SORP Accounting and Reporting by Charities (SORP 2005) apart from the use of income/expenditure headings more appropriate to the operations of the Charity. The provisions of Charities SORP (FRS102) Update Bulletin 1 of February 2016 have been adopted early, and accordingly a statement of cash flow has not been included.

Incoming resources from fundraising activities are generally reported gross in the SOFA.

Resources are recognised on an accruals basis based on when they are due. Generally liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to the expenditure.

#### **2. Donations**

The gross surplus on the Christmas Concert was paid to The Orpheus Centre, a registered charity, as agreed with them prior to the concert.

#### **3. Employees**

The Charity does not have any employees. The remuneration of the key management personnel (see administrative information) for 2015/2016 is £nil (2014/2015: £nil). Pension payments are not applicable and £nil has been paid.

#### **4. Trustees and other related parties**

During the year neither the trustees nor any persons connected with them have received any remuneration. Some small items of expenditure incurred on behalf of the Society was reimbursed to Trustees.

There were no other related party transactions with Trustees enjoying the same rights of membership as other members of the Society.

The Society buys and hires music from a number of sources including the business run by Andrew Phillips, Musical Director up to the end of 2015, but on agreed terms. The Society also engages professional musicians for Concerts through the agency run by the Musical Director: again this is on normal commercial terms.

#### **5. Tangible Fixed Assets and Investment Assets**

The Society owns its own purpose built staging designed mainly for use at St Martin's Church Dorking. From time to time this is hired out to other choral societies for their performances at the venue. The Trustees have agreed that the staging now has insignificant value and is not shown as an asset.

The Society owns a commercial trailer for holding and transporting the staging. This was bought in 2013 with the cost partly funded by a Surrey County Council grant. The staging and trailer are very important for Society performances and therefore there is no likelihood of a future sale. With this in mind the trailer cost was written off in the year of purchase, and the trailer is not shown as an asset.

The Society also owns a small quantity of lighting of insignificant second hand value and is thus not shown as an asset. It is occasionally hired out to benefit choir funds.

#### **6. Debtors and pre-payments**

For 2014/15 this represented accrued income being the proceeds from a Gift Aid claim proceeds and income from web ticket sales through Paypal: £nil for 2015/16.

#### **7. Creditors and accruals**

This is in respect of a concert bill awaited and cheques issued and not cleared at 30 June 2016.

## 8. Summary of Concert Finances for the year ended 30 June 2016

	Autumn 2015 £	Xmas 2015 £	Spring 2016 £	Summer 2016 £	Total 2015/16 £	Total 2014/15 £
<b>Income</b>						
Ticket sales	2,342	1,165	1,109	2,014	6,630	6,990
Programme sales	95	-	88	70	253	265
Refreshments	313	187	241	235	976	762
Advertising revenue	165	135	135	135	570	445
Music hire	319	294	295	280	1,188	958
Donations	-	-	-	-	-	50
<b>Total income</b>	<b>3,234</b>	<b>1,781</b>	<b>1,868</b>	<b>2,734</b>	<b>9,617</b>	<b>9,470</b>
<b>Expenditure</b>						
Conductor	550	550	350	350	1,800	1,650
Musicians/soloists	4,985	350	980	4,705	11,020	8,770
Music costs	344	-	460	435	1,239	1,069
Publicity	64	46	137	136	383	337
Programme printing	160	175	145	140	620	538
Refreshments	107	87	143	72	409	675
Venue hire	485	425	440	372	1,722	1,195
Other expenses	25	148	72	25	270	67
<b>Total expenditure</b>	<b>6,720</b>	<b>1,781</b>	<b>2,727</b>	<b>6,235</b>	<b>17,463</b>	<b>14,301</b>
<b>Surplus (Deficit)</b>	<b>( 3,486)</b>	<b>0</b>	<b>( 859)</b>	<b>( 3,501)</b>	<b>( 7,846)</b>	<b>( 4,831)</b>
	<b>Autumn 2014</b>	<b>Xmas 2014</b>	<b>Spring 2015</b>	<b>Summer 2015</b>	<b>Total 2014/15</b>	
<i>Total incoming</i>	2,446	-	4,127	2,897	9,470	
<i>Total outgoing</i>	8,635	-	3,748	1,918	14,301	
<i>Surplus (Deficit)</i>	<i>( 1,313)</i>	<i>-</i>	<i>379</i>	<i>979</i>	<i>( 4,831)</i>	

## 9. Fundraising

	2015/2016			2014/2015		
	Income £	Exp £	Profit £	Income £	Exp £	Profit £
Annual dinner	490	114	376	160	96	64
Books/CDs etc	168	-	168	109	-	109
Bring & Buy	-	-	-	188	-	188
Curry Night	275	-	275	-	-	-
Cushion Hire	-	-	-	72	80	( 8)
Easyfundraising	52	-	52	37	-	37
Folders	6	-	6	19	-	19
Jolly	200	-	200	190	-	190
Post-concert parties	405	-	405	385	-	385
Quiz	-	-	-	605	-	605
Raffles	681	-	681	-	-	-
Rehearsal CDs	329	274	55	-	-	-
The Speech	-	-	-	630	-	630
Teas on the Green	139	60	79	467	100	367
Wedding / Funeral	500	-	500	-	-	-
Other	430	-	430	-	-	-
<b>Totals</b>	<b>3,675</b>	<b>448</b>	<b>3,227</b>	<b>2,862</b>	<b>276</b>	<b>2,586</b>

Income from cushion hire in 2015/16 is included with concert receipts.

## **10. Subscriptions**

This is made up of £8,380 from 73 members (prior year: £8,745 from 82 people) and £580 from 21 Friends of the Society (£535 from 19).

## **11. Gift Aid**

This amount received on subscriptions is lower because of a reduced number of subscriptions eligible for Gift Aid. The total includes sums recovered on some donations plus a small amount of interest paid in relation to claims for 2014/15 and 2015/16.

## **12. Grants**

The Society is most grateful for a further grant this year of £1,500 from the Humphrey Richardson Taylor Charitable Trust.

## **13. Admin Expenses**

General fund expenses comprises Making Music Subscription and Insurance £519 (£536); printing/stationery/postage £184 (£190); trailer/staging/lighting £52 (£65).

Designated fund expenditure of £50 relates to the operation of the society website. A grant of £1,000 was received previously for activities including this development. The balance of £310 at the end of the year will be used to cover website related costs over the next two/three seasons.

## **14. Other Disclosures**

During the period of office of the charity trustees, they or their close family members made donations totalling £1,670 during 2015/2016 (£1,642 for 2014/2015). This includes member and friend subscription income but excludes receipts in respect of ticket sales and hire of music. It also excludes fundraising income. No donations were made with conditions attached which require the charity to alter its existing activities.

No ex-gratia payments have been made (2014/2015: nil). No termination or redundancy payments have been made (2014/2015: nil).

The Charity has no material commitments which have not been included in the accounts and has given no guarantees to third parties that could be called on at the year end.

The Charity has granted no loans and has made no ex-gratia payments during the year.

## 15. SOFA 2014/2015

SORP (FRS102) requires the accounts to show a breakdown by fund for the prior year totals in the Statement of Financial Activities. For simplicity this is shown below as a note to the accounts and using the structure of the new SOFA.

	Note	Unrestricted Funds	Designated Funds	Total 2014/15	Total 2013/14
		£	£	£	£
<b>INCOME</b>					
Concert Income	8	9,470	-	9,470	12,681
Member Subscriptions	10	8,745	-	8,745	9,140
Friends Subscriptions	10	485	-	485	570
Gift Aid on Subs & Donations	11	1,773	-	1,773	2,268
Grants	12	1,500	-	1,500	2,500
Donations		556	-	556	238
Fundraising income:					
CD Sales		190	-	190	180
General	9	2,862	-	2,862	7,415
100 Club		1,776	-	1,776	1,944
Interest received		<u>16</u>	<u>-</u>	<u>16</u>	<u>20</u>
<b>Total income</b>		<b><u>27,373</u></b>	<b><u>-</u></b>	<b><u>27,373</u></b>	<b><u>36,956</u></b>
<b>EXPENDITURE</b>					
Concert Expenditure	8	14,301	-	14,301	20,714
All Souls (Easter in 2013)		250	-	250	500
Commission Cost		-	-	-	5,000
Rehearsal Costs:					
Musical Director		4,320	-	4,320	4,930
Accompanist		2,020	-	2,020	2,200
Rehearsal Venues		2,650	-	2,650	2,723
Administration	13	755	640	1,395	841
Other Expenditure:					
Trailer purchase		-	-	-	5,430
Fundraising costs	9	276	-	276	306
100 Club prizes and costs		<u>1,180</u>	<u>-</u>	<u>1,180</u>	<u>1,295</u>
<b>Total expenditure</b>		<b><u>25,752</u></b>	<b><u>640</u></b>	<b><u>26,392</u></b>	<b><u>43,939</u></b>
<b>Net income (expenditure)</b>		<b>1,621</b>	<b>( 640)</b>	<b>981</b>	<b>(7,003)</b>
<b>Net movement in funds</b>		<b>1,621</b>	<b>( 640)</b>	<b>981</b>	<b>(7,003)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		7,177	1,000	8,177	15,180
Total funds carried forward		<u>8,798</u>	<u>360</u>	<u>9,158</u>	<u>8,177</u>

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