

**Annual Report of the Trustees and Accounts
for the year ended 30 June 2017**

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 number of singing members increased by a net two to 75 during the year. The Society seeks to involve local area school-children in suitable concerts, for example Dorking Halls in June 2014. 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 2016 St Martin's Church, Dorking	<i>For the Fallen</i> A concert to mark the centenary of the Battle of the Somme Saint-Saens – Requiem plus short pieces by John Ireland, Ian Assersohn, Benjamin Britain, Ivor Novello, Edward Elgar, Douglas Guest and Flanders & Swann. <i>Organ:</i> Paul Ayres <i>Piano:</i> Marion Lea <i>Musical Director:</i> Patrick Barrett
December 2016 St Martin's Church, Dorking	Family Christmas Concert with St John's North Holmwood Primary School Choir <i>Organ:</i> Michael Higgins <i>Trumpet:</i> Kirsty Loosemore <i>Musical Director:</i> Patrick Barrett

March 2017
St Martin's Church,
Dorking

Puccini – Messa di Gloria
plus popular opera choruses
The British Sinfonietta
Piano: Marion Lea
Musical Director: Patrick Barrett

June 2017
St Paul's Church,
Dorking

In the Mood
A café style evening concert of swing and jazz
with Greensand Jazz
Piano: Marion Lea
Musical Director: Patrick Barrett

Our Professionals

Following a careful recruitment process from a large number of applications, the Society appointed Patrick Barrett as its new Musical Director from September 2016. Patrick was educated in Ireland, read music education at Trinity College, Dublin and the National Conservatory of Ireland. We relish the support from our excellent accompanist Marion Lea both in rehearsal and on the occasions she accompanies a concert as was the case for three of this season's events.

Review of the Year

This has been a highly successful year, financially as well as musically under the leadership of our young and energetic Musical Director, Patrick. A greater number of singing members have joined or re-joined than left. Most of those who tried us for a term decided to continue singing with us and paid a sub. The '*free term*' seems to help recruitment.

The concerts have been well received by increased audiences. We enjoyed the accompaniment of the young musicians forming the British Sinfonietta for our March concert.

The Society continues to benefit from the eye-catching posters originated by a former choir member, Soo Abram. We are also grateful to all those involved in fundraising activities for the choir.

Finances

The increase in audience sizes coupled with reduced demand for musicians across the season led to a lower overall deficit on concerts (**£2,416**) than has been the case since the 2008/9 season.

Thanks to the holding of an auction and the generosity of the bidders £4,450 was raised. This contributed to the largest net fundraising total since the previous auction in 2014, a net total of **£6,325**. However such large fundraisers can only be run relatively infrequently. A further net **£501** was raised by the *100 Club*.

The Society was facing a further significant increase in hire costs for the regular rehearsal venue. A number of alternatives were considered with an interim venue tried until the current school venue became available. This new school hall provides good facilities at a sensible cost. The venue savings have been put towards the professional fees for rehearsals.

The Society is most grateful for the grants from the Humphrey Richardson Taylor Trust which this year amounted to **£2,000**.

There was an overall general fund surplus for the year of **£7,534**, almost doubling the value of accumulated funds at year end. This enables us to plan larger and more expensive concerts over the next few seasons with a greater degree of confidence on the financial viability.

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. The general reserve at the end of the year is larger than normal because of the recent irregular large fund-raising event. The excess will be eliminated over the next two / three seasons.

Administrative Information

Charity Number: 284300

Office Address: c/o 37 Fairfield Drive, Dorking. RH4 1JQ

Bankers: Lloyds Bank, 120-124 High Street, Dorking. RH4 1BB
CAF Bank Ltd, 25 Kingshill Avenue, West Malling, Kent.
ME19 4JQ

Insurers: Making Music, 8 Holyrood Street, London. SE1 2EL

Trustees:

In October 2015 the Committee agreed the Trustees should be the Chairman, Secretary and Treasurer plus 4 other Committee members, as shown below. The Chairman and Committee are elected annually by members present at the Annual General Meeting.

The Chairman, Secretary and Treasurer are regarded as the key management personnel.

Reuben Suckling Chairman

Ed Criswick Secretary

Nick Hands-Clarke Treasurer and Making Music representative

Estelle Earnshaw

Phil Slack

Jane Stride

Vacancy

The Trustees have considered whether moving to Charitable Incorporated Organisation (CIO) status would be appropriate. They have agreed this is not currently necessary or appropriate but will review the situation from time to time.

Approved by the Trustees on 25 July 2017 and signed on their behalf by

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Brockham Choral Society
Statement of Financial Activities
For the financial year ended 30 June 2017

	<u>Note</u>	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	Total <u>2016/17</u>	Total <u>2015/16</u>
		£	£	£	£
INCOME					
Concert Income	8	10,224	-	10,224	9,617
Member Subscriptions	6	8,160	-	8,160	8,380
Friends Subscriptions	6	390	-	390	580
Gift Aid on Subs & Donations	7	1,781	-	1,781	1,983
Grants	10	2,000	-	2,000	1,500
Donations		627	-	627	761
Fundraising income:					
General	9	6,725	-	6,725	3,675
100 Club		1,464	-	1,464	1,764
CD Sales		50	-	50	190
Interest received		<u>10</u>	<u>-</u>	<u>10</u>	<u>20</u>
Total incoming resources		<u>31,431</u>	<u>-</u>	<u>31,431</u>	<u>28,470</u>
EXPENDITURE					
Concert Expenditure	8	12,640	-	12,640	17,463
Rehearsal Costs:					
Musical Director		4,370	-	4,370	4,020
Accompanist		2,740	-	2,740	2,220
Rehearsal Venues		1,972	-	1,972	3,078
Administration	11	812	50	862	1,010
Other Expenditure:					
Fundraising costs	9	400	-	400	448
100 Club prizes and costs		<u>963</u>	<u>-</u>	<u>963</u>	<u>1,178</u>
Total resources used		<u>23,897</u>	<u>50</u>	<u>23,947</u>	<u>29,417</u>
Net income (expenditure)		7,534	(50)	7,484	(947)
Net movement in funds		7,534	(50)	7,484	(947)
RECONCILIATION OF FUNDS					
Total funds brought forward		7,901	310	8,211	9,158
Total funds carried forward		<u>15,435</u>	<u>260</u>	<u>15,695</u>	<u>8,211</u>

Brockham Choral Society
Balance Sheet
at 30 June 2017

	<u>Note</u>	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	TOTAL <u>2017</u>	TOTAL <u>2016</u>
		£	£	£	£
FIXED ASSETS					
Tangible assets	4	-	-	-	-
CURRENT ASSETS					
Debtors and prepayments		-	-	-	-
Cheque accounts		642	-	642	953
Deposit accounts		<u>16,467</u>	<u>260</u>	<u>16,727</u>	<u>7,844</u>
Total current assets		17,109	260	17,369	8,797
Liabilities					
Creditors and Accruals	5	<u>1,674</u>	-	<u>1,674</u>	<u>586</u>
Net current assets		<u>15,435</u>	<u>260</u>	<u>15,695</u>	<u>8,211</u>
Total Net Assets		<u>15,435</u>	<u>260</u>	<u>15,695</u>	<u>8,211</u>
		Unrestricted <u>Funds</u>	Designated <u>Funds</u>	TOTAL <u>2017</u>	TOTAL <u>2016</u>
		£	£	£	£
CHARITY FUNDS					
Unrestricted Funds		15,435	-	15,435	7,901
Designated Funds		-	260	260	310
Total Charity Funds		<u>15,435</u>	<u>260</u>	<u>15,695</u>	<u>8,211</u>

The notes starting on pages 5 to 9 form part of the financial statements. These accounts were approved by the Trustees on 2017 and signed on their behalf by

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Brockham Choral Society

Notes to the Financial Statements for the year ended 30 June 2017

1. General Notes

The financial statements have been prepared under the historical cost convention in accordance with the 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, as it applies from 1 January 2015.

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. Employees

The Charity does not have any employees. The remuneration of the key management personnel (see administrative information) for 2016/2017 is £nil (2015/2016: £nil). Pension payments are not applicable and £nil has been paid.

3. 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.

4. 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.

5. Creditors and accruals

This is in respect of cheques issued and not cleared at the financial year end.

6. Subscriptions

This is made up of £8,160 from 75 singing members (prior year: £8,380 from 73 people) and £390 from 12 Friends of the Society (£580 from 21). New members were offered free membership for the first term, hence the reduced income from more members.

7. 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 eligible donations plus a small amount of interest.

8. Summary of Concert Finances for the Season ended 30 June 2017

	Autumn 2016 £	Xmas 2016 £	Spring 2017 £	Summer 2017 £	Total 2016/17 £	Total 2015/16 £
Income						
Ticket sales	2,071	465	2,542	2,141	7,219	6,630
Programme sales	93	-	87	80	260	253
Refreshments	323	-	301	-	624	976
Advertising revenue	300	200	200	200	900	570
Music hire	330	286	305	300	1,221	1,188
Donations	-	-	-	-	-	-
Total income	3,117	951	3,435	2,721	10,224	9,617
Expenditure						
Conductor	415	415	415	415	1,660	1,800
Musicians/soloists	1,350	450	3,609	520	5,929	11,020
Music costs	337	208	606	531	1,682	1,239
Publicity	146	124	130	150	550	383
Programme printing	175	165	200	165	705	620
Refreshments	165	-	191	-	356	409
Venue hire	482	375	400	300	1,557	1,722
Other expenses	2	-	26	173	201	270
Total expenditure	3,072	1,737	5,577	2,254	12,640	17,463
Surplus (Deficit)	45	(786)	(2,142)	467	(2,416)	(7,846)

	Autumn 2015	Xmas 2015	Spring 2016	Summer 2016	Total 2015/16
Total incoming	3,234	1,781	1,868	2,734	9,617
Total outgoing	6,720	1,781	2,727	6,235	17,463
Surplus (Deficit)	(3,486)	0	(859)	(3,501)	(7,846)

9. Fundraising

	2016/2017			2015/2016		
	Income £	Exp £	Profit £	Income £	Exp £	Profit £
Annual dinner	390	100	290	490	114	376
Auction	4,525	75	4,450	-	-	-
Books/CDs etc	135	-	135	168	-	168
Curry Night	-	-	-	275	-	275
Easyfundraising	15	-	15	52	-	52
Folder profit	2	-	2	6	-	6
Garden Party	261	-	261	-	-	-
Jolly	200	-	200	200	-	200
Post-concert parties	700	-	700	405	-	405
Raffles	-	-	-	681	-	681
Rehearsal CDs	-	-	-	329	274	55
Teas on the Green	497	105	392	139	60	79
Wedding / Funeral	-	-	-	500	-	500
Other	-	120	-120	430	-	430
Totals	6,725	400	6,325	3,675	448	3,227

Income from cushion hire is included with concert receipts.

10. Grants

The Society is most grateful for a further grant this year of £2,000 from the Humphrey Richardson Taylor Charitable Trust.

11. Administration Expenses

General fund expenses comprises Making Music Subscription, Insurance and Performing Rights £546 (£519); printing/stationery/postage/bank charges £137 (£184); trailer/staging/lighting £91 (£52).

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 £260 at the end of the year will be used to cover website related costs over the next two/three seasons.

12. Other Disclosures

During the period of office of the charity trustees, they or their close family members made donations totalling £1,370 during 2016/2017 (£1,670 for 2015/2016). 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 (2015/2016: nil). No termination or redundancy payments have been made (2015/2016: 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.

The Society also has a small accumulated fund relating to previous and currently planned tours. This is not a whole choir activity and finances have been separate from the main choir.

13. Statement of Financial Affairs - 2015/2016

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

	<u>Note</u>	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	Total <u>2015/16</u>
		£	£	£
INCOME				
Concert Income	8	9,617	-	9,617
Member Subscriptions	6	8,380	-	8,380
Friends Subscriptions	6	580	-	580
Gift Aid on Subs & Donations	7	1,983	-	1,983
Grants	10	1,500	-	1,500
Donations		761	-	761
Fundraising income:				
General	9	3,675	-	3,675
100 Club		1,764	-	1,764
CD Sales		190	-	190
Interest received		<u>20</u>	<u>-</u>	<u>20</u>
Total income		<u>28,470</u>	<u>-</u>	<u>28,470</u>
EXPENDITURE				
Concert Expenditure	8	17,463	-	17,463
Rehearsal Costs:				
Musical Director		4,020	-	4,020
Accompanist		2,220	-	2,220
Rehearsal Venues		3,078	-	3,078
Administration	11	960	50	1,010
Other Expenditure:				
Fundraising costs	9	448	-	448
100 Club prizes and costs		<u>1,178</u>	<u>-</u>	<u>1,178</u>
Total expenditure		<u>29,367</u>	<u>50</u>	<u>29,417</u>
Net income (expenditure)		(897)	(50)	(947)
Net movement in funds		(897)	(50)	(947)
RECONCILIATION OF FUNDS				
Total funds brought forward		8,798	360	9,158
Total funds carried forward		<u>7,901</u>	<u>310</u>	<u>8,211</u>

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