

**Annual Report of the Trustees and Accounts
for the year ended 30 June 2018**

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 members increased during the year from 75 to 77. The Society seeks to involve local area school-children in suitable concerts, for example 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 programme 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 2017 St Martin's Church, Dorking	Durufle – Requiem plus short pieces by Faure, Passereau and other French composers <i>Soloists:</i> Janet Shell and Meilir Jones <i>Organ:</i> Paul Ayres <i>Piano:</i> Marion Lea <i>Musical Director:</i> Patrick Barrett
December 2017 St Martin's Church, Dorking	Family Christmas Concert with St John's North Holmwood Primary School Choir <i>Organ:</i> Ben Giddens <i>Piano:</i> Marion Lea <i>Musical Director:</i> Patrick Barrett

March 2018
St Martin's Church,
Dorking

Vaughan Williams – Sea Symphony
and The Lark Ascending
The British Sinfonietta
Soloists: Claire Daniels and Steven Page
Violinist: Natasha Petrovic from the Yehudi Menuhin School
Musical Director: Patrick Barrett

June 2018
St Paul's Church,
Dorking

Tea at the Ritz
A café style evening concert of songs from 1914 to 1960
Piano: Marion Lea
Musical Director: Patrick Barrett

Our Professionals

Our Musical Director Patrick Barrett was appointed in 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 another successful year under the leadership of our young and energetic Musical Director. 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 subscription. Allowing one term without paying a subscription 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 as well as a young violin soloist from the Yehudi Menuhin School.

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

Finances

The increased demand for musicians at the Spring concert led to a higher overall deficit on concerts (**£4,914**) than in the previous year (**£2,416**).

This had been anticipated in the plan following the significant fundraising effort at the auction held last year. Fundraising efforts this year contributed a net **£2,166** compared to £6,325 previously. However such large fundraisers can only be run relatively infrequently. A further net **£569** was raised by the *100 Club*.

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 **£1,663**. The accumulated funds will enable us to present larger and more expensive concerts to the public over the next few seasons whilst still maintaining affordable ticket prices..

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 still larger than normal because of the prior year's 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:

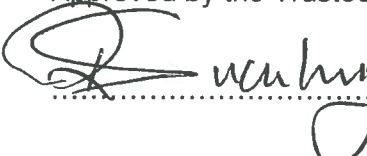
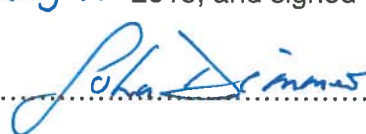
In October 2015 the Committee agreed the Trustees should be the Chairman, Secretary and Treasurer plus 4 other Committee members, as shown below. The Chairman and Committee are elected annually by members present at the Annual General Meeting.

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

Reuben Suckling	Chairman
Ed Criswick	Secretary
John Dimmer	Treasurer
Nick Hands-Clarke	Making Music representative
Estelle Earnshaw	
Phil Slack	
Jane Stride	

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 16th August 2018, and signed on their behalf by

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Brockham Choral Society
Statement of Financial Activities
For the financial year ended 30 June 2018

	<u>Note</u>	<u>Unrestricted Funds</u>	<u>Designated Funds</u>	<u>Total 2017/18</u>	<u>Total 2016/17</u>
INCOME		£	£	£	£
Concert Income	9	11,047	-	11,047	10,224
Member Subscriptions	7	9,165	-	9,165	8,160
Friends Subscriptions	7	540	-	540	390
Gift Aid on Subs & Donations	8	2,024	-	2,024	1,781
Grants	11	2,000	-	2,000	2,000
Donations		415	-	415	627
Fundraising income:					
General	10	3,333	-	3,333	6,725
100 Club		1,716	-	1,716	1,464
Staging Hire/CD Sales		380	-	380	50
Interest received		<u>10</u>	<u>-</u>	<u>10</u>	<u>10</u>
Total incoming resources		<u>30,630</u>	<u>-</u>	<u>30,630</u>	<u>31,431</u>
EXPENDITURE					
Concert Expenditure	9	15,961	-	15,961	12,640
Rehearsal Costs:					
Musical Director		4,625	-	4,625	4,370
Accompanist		2,900	-	2,900	2,740
Rehearsal Venues		2,225	-	2,225	1,972
Administration	12	892	50	942	862
Other Expenditure:					
Fundraising costs	10	1,167	-	1,167	400
100 Club prizes and costs		<u>1,147</u>	<u>-</u>	<u>1,147</u>	<u>963</u>
Total resources used		<u>28,917</u>	<u>50</u>	<u>28,967</u>	<u>23,947</u>
Net income (expenditure)		<u>1,713</u>	<u>(50)</u>	<u>1,663</u>	<u>7,484</u>
Net movement in funds		<u>1,713</u>	<u>(50)</u>	<u>1,663</u>	<u>7,484</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		15,435	260	15,695	8,211
Total funds carried forward		<u>17,148</u>	<u>210</u>	<u>17,358</u>	<u>15,695</u>

Brockham Choral Society

Balance Sheet

at 30 June 2018

	<u>Note</u>	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	TOTAL <u>2018</u>	TOTAL <u>2017</u>
		£	£	£	£
FIXED ASSETS					
Tangible assets	4	-	-	-	-
CURRENT ASSETS					
Debtors and prepayments	5	2,021	-	2,021	-
Cheque accounts		(1,282)	-	(1,282)	642
Deposit accounts		<u>16,527</u>	<u>210</u>	<u>16,737</u>	<u>16,727</u>
Total current assets		17,266	210	17,476	17,369
Liabilities					
Creditors and Accruals	6	<u>(118)</u>	-	<u>(118)</u>	<u>1,674</u>
Net current assets		<u>17,148</u>	<u>210</u>	<u>17,358</u>	<u>15,695</u>
<u>Total Net Assets</u>		<u>17,148</u>	<u>210</u>	<u>17,358</u>	<u>15,695</u>
CHARITY FUNDS					
		Unrestricted <u>Funds</u>	Designated <u>Funds</u>	TOTAL <u>2018</u>	TOTAL <u>2017</u>
		£	£	£	£
Unrestricted Funds		17,148	-	17,148	15,435
Designated Funds		-	210	210	260
<u>Total Charity Funds</u>		<u>17,148</u>	<u>210</u>	<u>17,358</u>	<u>15,695</u>

The notes starting on pages 6 to 9 form part of the financial statements. These accounts were approved by the Trustees on *16th August* 2018 and signed on their behalf by

S. Smith and *P. D. Jones*

Brockham Choral Society

Notes to the Financial Statements for the year ended 30 June 2018

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 2017/2018 is £nil (2016/2017: £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 were 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. Debtors and prepayments

This is almost entirely in respect of Gift Aid claim relating to the current year, received in July.

6. Creditors and accruals

This is in respect of cheques issued and not cleared at the financial year end. In addition, some income received already for Programme Adverts relates to the Autumn 2018 concert.

7. Subscriptions

This is made up of £9,165 from 77 members (prior year: £8,160 from 75) and £540 from 27 Friends of the Society (£390 from 12). New members continue to be offered free membership for the first term.

8. Gift Aid

This amount received on subscriptions is higher because of an increased number of subscriptions eligible for Gift Aid. The total includes sums recovered on eligible donations plus a small amount of interest.

9. Summary of Concert Finances for the Season ended 30 June 2018

	Autumn 2017 £	Xmas 2017 £	Spring 2018 £	Summer 2018 £	Total 2017/18 £	Total 2016/17 £
Income						
Ticket sales	1,884	410	3,716	1,964	7,974	7,219
Programme sales	86	-	108	193	387	260
Refreshments	200	-	302	-	502	624
Advertising revenue	130	130	228	231	719	900
Music hire	633	-	295	524	1,452	1,221
Donations	-	-	13	-	13	-
Total income	2,933	540	4,662	2,912	11,047	10,224
Expenditure						
Conductor	440	440	440	440	1,760	1,660
Musicians/soloists	1,030	280	7,368	440	9,118	5,929
Music costs	612	11	900	453	1,976	1,682
Publicity	165	30	140	60	395	550
Programme printing	165	165	175	150	655	705
Refreshments	143	-	288	-	431	356
Venue hire	400	355	381	320	1,456	1,557
Other expenses	91	-	45	34	170	201
Total expenditure	3,046	1,281	9,737	1,897	15,961	12,640
Surplus (Deficit)	(113)	(741)	(5,075)	1,015	(4,914)	(2,416)
	Autumn 2016	Xmas 2016	Spring 2017	Summer 2017	Total 2016/17	
<i>Total incoming</i>	3,117	951	3,435	2,721	10,224	
<i>Total outgoing</i>	3,072	1,737	5,577	2,254	12,640	
<i>Surplus (Deficit)</i>	45	(786)	(2,142)	467	(2,416)	

10. Fundraising

	2017/2018			2016/2017		
	Income £	Exp £	Profit £	Income £	Exp £	Profit £
Annual dinner	1,428	708	720	390	100	290
Auction	-	-	-	4,525	75	4,450
Books/CDs etc	127	-	127	135	-	135
Quiz Evening	640	30	610	-	-	-
Easyfundraising	18	-	18	15	-	15
Folder profit	7	-	7	2	-	2
Garden Party	-	-	-	261	-	261
Jolly (Voces8)	374	350	24	200	-	200
Post-concert parties	53	-	53	700	-	700
Raffles	-	-	-	-	-	-
Rehearsal CDs	-	-	-	-	-	-
Teas on the Green	347	79	268	497	105	392
Wedding / Funeral	200	-	-	-	-	-
Other	139	-	139	-	120	-120
Totals	3,333	1,167	2,166	6,725	400	6,325

Income from cushion hire (£50) is included with concert receipts.

11. Grants

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

12. Administration Expenses

General fund expenses includes Making Music Subscription, Insurance and Performing Rights £556 (£546); printing/stationery/postage/bank charges £90 (£137); trailer/staging/lighting £28 (£91).

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 £210 at the end of the year will be used to cover website related costs over the next two/three seasons.

13. Other Disclosures

During the period of office of the charity trustees, they or their close family members made donations totalling £1,785 during 2017/2018 (£1,370 for 2016/2017). 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 (2016/2017: nil). No termination or redundancy payments have been made (2016/2017: 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.

14. Statement of Financial Affairs - 2016/2017

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>	<u>Unrestricted Funds</u>	<u>Designated Funds</u>	<u>Total 2016/17</u>
		£	£	£
INCOME				
Concert Income	8	10,224	-	10,224
Member Subscriptions	6	8,160	-	8,160
Friends Subscriptions	6	390	-	390
Gift Aid on Subs & Donations	7	1,781	-	1,781
Grants	10	2,000	-	2,000
Donations		627	-	627
Fundraising income:				
General	9	6,725	-	6,725
100 Club		1,464	-	1,464
CD Sales		50	-	50
Interest received		<u>10</u>	<u>-</u>	<u>10</u>
Total income		<u>31,431</u>	<u>-</u>	<u>31,431</u>
EXPENDITURE				
Concert Expenditure	8	12,640	-	12,640
Rehearsal Costs:				
Musical Director		4,370	-	4,370
Accompanist		2,740	-	2,740
Rehearsal Venues		1,972	-	1,972
Administration	11	812	50	862
Other Expenditure:				
Fundraising costs	9	400	-	400
100 Club prizes and costs		<u>963</u>	<u>-</u>	<u>963</u>
Total expenditure		<u>23,897</u>	<u>50</u>	<u>23,947</u>
Net income (expenditure)		<u>7,534</u>	<u>(50)</u>	<u>7,484</u>
Net movement in funds		<u>7,534</u>	<u>(50)</u>	<u>7,484</u>
RECONCILIATION OF FUNDS				
Total funds brought forward		<u>7,901</u>	<u>310</u>	<u>8,211</u>
Total funds carried forward		<u><u>15,435</u></u>	<u><u>260</u></u>	<u><u>15,695</u></u>

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