

**Annual Report of the Trustees and Accounts
for the year ended 30 June 2019**

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 2018. 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. There were 78 members during the year, compared to 77 in the previous year. The Society seeks to involve local area school-children in suitable concerts, for example children from local primary schools and youth choirs have taken part in Christmas and summer 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

December 2018 St Martin's Church, Dorking	Celebration of Christmas Music Benjamin Britten "St Nicolas", plus Christmas carols <i>Soloist:</i> Rhys Batt <i>Organ:</i> Ben Giddens <i>Piano:</i> Marion Lea and Susan Holmes <i>Orchestra:</i> The British Sinfonietta With Farnham Youth Choir (Junior) <i>Musical Director:</i> Patrick Barrett
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April 2019 Anton Dvorak "Stabat Mater"
St Martin's Church, Dorking
Soloists: Joanna Tomlinson, Rhys Batt, Frances Gregory,
Meilir Jones
Orchestra: The British Sinfonietta
Musical Director: Patrick Barrett

June 2019 World of Music
St Martin's Church, Dorking
With the choir of St John's C of E Primary School, Dorking
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. Patrick left the choir following the June 2019 concert to pursue his career elsewhere and we wish him all success in his future endeavours. 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 two 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 with works that were new to many of our members. Membership has remained steady during the year.

The concerts have been well received by increased audiences. We enjoyed working with the Farnham Youth Choir (Junior) in our performance of St Nicolas and working again with the choir of St John's C of E School in the summer concert – we believe passionately in the importance of involving young people in singing in front of adult audiences and plan to continue this in the programme for our coming year.

The Society benefits from the eye-catching posters designed by a one of our members, Anne Mitchell. We are also grateful to all those involved in fundraising activities for the choir.

Finances

There was a lower overall deficit on concerts (**£3,400**) than in the previous year (**£4,914**) which was mainly due to a smaller orchestra being required for this year's Spring concert.

Fundraising efforts this year contributed a net **£675** compared to £2,166 previously, after the Annual Dinner was postponed. A further net **£565** 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 deficit for the year of (**£1,341**). The accumulated funds of the Society of **£16,017** will enable us to present concerts to the public whilst maintaining affordable ticket prices and keeping membership subscriptions at their current level.

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 very successful fund-raising auction held in February 2017. The Society will be holding two major concerts in November 2019 and March 2020 both of which will require significant resources. Concert ticket prices will be held at their current level to encourage attendance, and the Trustees expect that the excess reserves will continue to reduce over the next two 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 18 July 2019, and signed on their behalf by

_____ R Suckling and J Dimmer _____

Brockham Choral Society
Statement of Financial Activities
For the financial year ended 30 June 2019

	<u>Note</u>	Unrestricted Funds	Designated Funds	TOTAL 2019	TOTAL 2018
		£	£	£	£
Income					
Concert Income	9	9,067	-	9,067	11,047
Member Subscriptions	7	9,390	-	9,390	9,165
Friends Subscriptions	7	640	-	640	540
Gift Aid on Subs & Donations	8	1,689	-	1,689	2,024
Grants	10	2,000	-	2,000	2,000
Donations		469	-	469	415
Fundraising income:					
General	11	1,798	-	1,798	3,333
100 Club		1,692	-	1,692	1,716
Staging / Lighting Hire		120	-	120	380
Interest received		17	-	17	10
Total incoming resources		26,882	-	26,882	30,630
Expenditure					
Concert Expenditure	9	12,467	-	12,467	15,961
Rehearsal Costs:					
Musical Director		4,815	-	4,815	4,625
Accompanist		3,000	-	3,000	2,900
Rehearsal Venues		2,160	-	2,160	2,225
Administration	12	3,423	108	3,531	942
Other Expenditure:					
Fundraising costs	11	1,123	-	1,123	1,167
100 Club prizes and costs		1,127	-	1,127	1,147
Total resources used		28,115	108	28,223	28,967
Net income (expenditure)		(1,233)	(108)	(1,341)	1,663
Net movement in funds		(1,233)	(108)	(1,341)	1,663
Reconciliation of Funds					
Total funds brought forward		17,148	210	17,358	15,695
Total funds carried forward		15,915	102	16,017	17,358

Brockham Choral Society
Balance Sheet
as at 30 June 2019

	<u>Note</u>	Unrestricted Funds	Designated Funds	TOTAL 2019	TOTAL 2018
		£	£	£	£
Fixed Assets					
Tangible assets	4	-	-	-	-
Current Assets					
Debtors and prepayments	5	2,007	-	2,007	2,021
Cheque accounts		697	-	697	(1,282)
Deposit accounts		14,152	102	14,254	16,737
Total current assets		<u>16,856</u>	<u>102</u>	<u>16,958</u>	<u>17,476</u>
Liabilities					
Creditors and Accruals	6	(941)	-	(941)	(118)
Net current assets		<u>15,915</u>	<u>102</u>	<u>16,017</u>	<u>17,358</u>
<u>Total Net Assets</u>		<u>15,915</u>	<u>102</u>	<u>16,017</u>	<u>17,358</u>
		Unrestricted Funds	Designated Funds	TOTAL 2019	TOTAL 2018
		£	£	£	£
Charity Funds					
Unrestricted Funds		15,915	-	15,915	17,148
Designated Funds		-	102	102	210
<u>Total Charity Funds</u>		<u>15,915</u>	<u>102</u>	<u>16,017</u>	<u>17,358</u>

Approved by the Trustees on 18 July 2019, and signed on their behalf by

R Suckling
and
J Dimmer

Brockham Choral Society

Notes to the Financial Statements for the year ended 30 June 2019

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 2018/2019 is £nil (2017/2018: £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. 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 2019 concert.

7. Subscriptions

This is made up of £9,390 from 78 members (prior year: £9,165 from 77) and £640 from 32 Friends of the Society (£540 from 27). New members continue to be offered free membership for the first term.

8. Gift Aid

This amount received on subscriptions is lower due to the adjustment made to reflect the element of tuition provided in rehearsals, in accordance with Gift Aid guidelines.

9. Summary of Concert Finances for the Season ended 30 June 2019

	Christmas 2018 £	Spring 2019 £	Summer 2019 £	TOTAL 2018/19 £	TOTAL 2017/18 £
Income					
Ticket sales	2,676	2,026	1,242	5,944	7,974
Programme sales	202	181	196	579	387
Refreshments	246	211	168	625	502
Advertising revenue	320	182	506	1,008	719
Music hire	332	279	279	890	1,452
Cushion Hire	12	9	0	21	13
Total income	3,788	2,888	2,391	9,067	11,047
Expenditure					
Conductor	440	440	440	1,320	1,760
Musicians/soloists	2,890	3,687	325	6,902	9,118
Music costs	521	402	648	1,571	1,976
Publicity	47	52	49	148	395
Programme printing	240	175	150	565	655
Refreshments	189	178	113	480	431
Venue hire	578	389	373	1,340	1,456
Other expenses	69	62	10	141	170
Total expenditure	4,974	5,385	2,108	12,467	15,961
Surplus (Deficit)	(1,186)	(2,497)	283	(3,400)	(4,914)

	Autumn 2017 £	Christmas 2017 £	Spring 2018 £	Summer 2018 £	TOTAL 2017/18 £
<i>Total incoming</i>	2,933	540	4,662	2,912	11,047
<i>Total outgoing</i>	3,046	1,281	9,737	1,897	15,961
<i>Surplus (Deficit)</i>	(113)	(741)	(5,075)	1,015	(4,914)

10. Grants

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

11. Fundraising

	2018/2019			2017/2018		
	Income £	Expense £	Profit £	Income £	Expense £	Profit £
Annual dinner			0	1,428	708	720
Quiz Evening	510	53	457	640	30	610
Post-concert parties	750	630	120	53	-	53
Socials	440	440	-	-	-	-
Books, etc	54	-	54	127	-	127
Easyfundraising	44	-	44	18	-	18
Folder profit	-	-	-	7	-	7
Attending Voces8 workshop	-	-	-	374	350	24
Teas on the Green	-	-	-	347	79	268
Wedding / Funeral	-	-	-	200	-	200
Other	-	-	-	139	-	139
Totals	1,798	1,123	675	3,333	1,167	2,166

Income from cushion hire (£21) is included with concert receipts.

12. Administration Expenses

General fund expenses includes Making Music Subscription, Insurance and Performing Rights £534 (£556); printing/stationery/postage/bank charges £67 (£90); Donation to NewSPAL (an independent charitable trust set up to take on running the Surrey Performing Arts loan library, heavily used by organisations such as ours) £500. Significant repairs were necessary to make the staging safe for members costing £1,464, and the Society is grateful to Robin Luff for his efforts on our behalf in this matter and also in obtaining a new tyre and security lock for the Society's trailer £200. Replacement lights and equipment for lighting £271. A gift voucher for £150 was given to Patrick Barrett on his departure, on behalf of the members.

Designated fund expenditure of £108 relates to the operation of the society website. A grant of £1,000 was received previously for activities including this development. The remaining balance of £102 at the end of the year will be used to cover website related costs over the next two seasons.

13. Other Disclosures

During the period of office of the charity trustees, they or their close family members made donations totalling £1,560 during 2018/2019 (£1,785 for 2017/2018). 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 (2017/2018: nil). No termination or redundancy payments have been made (2017/2018: 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 - 2017/2018

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.

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

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