

**Annual Report of the Trustees and Accounts
for the year ended 30 June 2023**

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 2022. 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 schoolchildren in suitable concerts, for example, we were joined by the Surrey Youth Choir for our performance of J S Bach’s St Matthew Passion in May 2022, and children from local primary schools and youth choirs have taken part in Christmas and other concerts in recent years.

The Trustees of the Society have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission as set out below. 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, usually 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. Due to the Covid restrictions and the aftermath of the pandemic we have not been able to put on three concerts since the 2018/19 season, but this year we were able to resume this practice.

Performances	Haydn	Nelson Mass
3 December 2022	Vaughan Williams	5 Mystical Songs
St Martin's Church, Dorking	Mozart	Laudate Dominum
	Mozart	Eine kleine Nachtmusik
	Soprano	Sally Carr
	Alto	Lauren Macleod
	Tenor	Graham Cooper
	Bass	Oskar McCarthy
	Orchestra	British Sinfonietta
	Organist	Andrew Hayman
	Musical Director	Cole Bendall
1 April 2023	Smyth	Mass in D
St Martin's Church, Dorking	Vaughan Williams	Toward the Unknown Region
	Britten	Hymn to the Virgin
	Vaughan Williams	Prelude on Rhosymedre
	Britten	Prelude & Fugue on a Theme of Vittoria
	Soprano	Jenny Bacon
	Alto	Judy Louie Brown
	Tenor	Joshua Baxter
	Bass	Jon Stainsby
	Organist	William Campbell
	Musical Director	Cole Bendall
3 June 2023	Feeling Good Concert	
United Reformed Church Hall, Dorking	A selection of songs by British and American composers, featuring 'Feel the Spirit' by John Rutter	
	Mezzo Soprano	Ellen Smith
	Accompanist & Soloist	Marion Lea
	Musical Director	Cole Bendall

Our Professionals

A freelance conductor and vocal coach, Cole Bendall joined Brockham Choral as Musical Director in January 2020. He works on the music staff of the National Youth Choirs of Great Britain and is Musical Director of Woking Choral Society, Surrey County Youth Choir and Holmbury St Mary Choral Society. He is also a Visiting Singing Teacher at Cranleigh School and Ewell Castle School, Surrey.

We value and appreciate the support from our excellent accompanist Marion Lea both in rehearsal and on the occasions when she accompanies or is a soloist at a concert.

Review of the Year

There were 64 members during the year, compared to 74 in the previous year. Weekly rehearsals for the Autumn Concert commenced at St John's School in September 2022, supplemented by a workshop in October. A further workshop was held in March 2023 for the Spring Concert.

Our normal concert venue of St Martin's Church installed new lighting in the Autumn of 2022; this proved to be sufficient for our concerts, making our own lighting system redundant. Efforts to sell this system are ongoing.

In accordance with decisions taken in the previous financial year, new tiered staging for our concert performances was delivered in October 2022 and, after a trial erection at our usual rehearsal venue, was stored in our trailer. The new staging proved its worth at the December and April concerts at St Martins by being much easier to assemble and dismantle and was much welcomed as an improvement by the choir members.

Our June "Feeling Good" concert was a less formal concert with the audience in the United Reformed Church hall sitting at tables where they enjoyed their own food and drink before the concert start and in the interval.

Finances

The Accounts for the year ended 30 June 2023 are on pages 5 to 10.

At the September 2021 AGM it was agreed that members' subscriptions would be held at £150 per annum.

There was an overall deficit on concerts of £4,516. This compares to the £2,990 that had been budgeted for at the beginning of the choir year, the difference being due mainly to the Spring concert with lower than expected ticket sales, higher soloists fees than budgeted and 3 "Bumpers" who were not originally anticipated but were used because of the difficulty of the choral singing in the Ethel Smyth Mass in D.

We were not able to find a buyer for the old staging and it was therefore sold for scrap, fetching £150. We were grateful to have received grants of £3,875 from the Humphrey Richardson Taylor Charitable Trust and £2,500 from the Gatwick Airport Community Trust towards the new staging cost of £13,822; also, a fund-raising campaign – 'Buy a Board' – to encourage donations from choir members and Friends raised £2,075 (on which Gift Aid was claimed where eligible) and an auction raised a further £200 for the new staging. The residue was met from general funds.

Fundraising efforts this year contributed a net £373. A further net £707 was received from the Mole Valley Community Lottery, in which Brockham Choral is one of the registered charities which ticket purchasers can support, with half their ticket cost donated to the charity.

The Society received a further grant this year from the Humphrey Richardson Taylor Charitable Trust which, in addition to their £3875 grant towards the new staging mentioned above, provided a further £2,500. We are most grateful for their support.

There was an overall general fund deficit for the year of £5,116; this shortfall is due mainly to the costs of purchasing the new staging. The accumulated funds of the Society of £12,526 will enable us to maintain our activities into next year.

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 sufficient for this need.

Administrative Information

Charity Number: 284300

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

Bankers: Lloyds Bank, PO Box 1000 Andover
Branch EPSOM (308486)

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 up to 4 other Committee members, as shown below. The Chairman and Committee are elected annually by members present at the Annual General Meeting. Estelle Earnshaw was replaced as Chairman by Jane Stride in January 2023, as previously agreed. One trustee position remained unfilled.

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

- Jane Stride Chairperson from January 2023
- Nick Hands-Clarke Secretary and Making Music representative
- Mick Rance Treasurer
- Estelle Earnshaw Chairperson September 2019 to December 2022
- Ed Criswick
- Phil Slack

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 10 August 2023, and signed on their behalf by


_____ J Stride and 
_____ M Rance

Brockham Choral Society
Statement of Financial Activities
For the Financial Year Ended 30 June 2023

	See Note	Unrestricted	Restricted	TOTAL 2022/2023	TOTAL 2021/2022
Income		£		£	£
Concert income	9	7,462		7,462	8,744
Member' subscriptions	7	9,130		9,130	10,190
Friends' subscriptions	7	560		560	567
Gift aid on subs & donations	8	1,802	431	2,233	2,090
Grants	10				
<i>Humphrey Richardson Taylor Charitable Trust</i>		2,500	3,875	6,375	3,000
<i>Gatwick Airport Community Trust</i>			2,500	2,500	
Donations:					
<i>General</i>		241		241	558
<i>For new staging</i>			2,075	2,075	
Fundraising:	11				
<i>General</i>		3,338		3,338	4,807
<i>Auction for new staging</i>			200	200	
Interest received		37		37	2
Total incoming resources		25,070	9,081	34,151	29,958
Expenditure					
Concert expenditure	9	11,978		11,978	19,176
Rehearsal costs:					
<i>Musical Director</i>		4,380		4,380	3,890
<i>Accompanist</i>		3,306		3,306	2,652
<i>Rehearsal venues</i>		2,105		2,105	1,900
Administration	12	1,218		1,218	912
Other expenditure:					
<i>Fundraising costs</i>	11	2,458		2,458	3,666
<i>New Staging</i>	4	948	1,816	2,764	
Total resources used		26,393	1,816	28,209	32,196
Net income / (Expenditure)		(1,323)	7,265	5,942	(2,238)
Net movement in funds		(1,323)	7,265	5,942	(2,238)
Reconciliation of funds					
Total funds brought forward		17,642	-	17,642	19,880
Total funds carried forward		16,319	7,265	23,584	17,642

Brockham Choral Society

Notes to the Financial Statements for the year ended 30 June 2023

1. General Notes

The financial statements have been prepared under the historical cost convention in accordance with FRS102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

Incoming resources from fundraising activities are generally reported gross in the Statement of Financial Activities (SOFA).

Resources are recognised on an accrual 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 for 2022/2023 is £nil (2021/2022: £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

New staging was purchased in October 2022 at a cost of £13,822. The Trustees have agreed that this equipment should be depreciated over a period of five years using a straight line depreciation formula:-

	£
Staging Cost	
As at 1 July 2022	-
Additions	13,822
As at 30 June 2023	<u>13,822</u>
Depreciation	
As at 1 July 2022	-
Charge for the year	2,764
As at 30 June 2023	<u>2,764</u>
Net book value	
As at 1 July 2022	-
As at 30 June 2023	<u>11,058</u>

Grants, donations and fundraising specifically for the new staging are shown as income in the SOFA "restricted funds column" on page 5.

5. Debtors and prepayments

These are in respect of a £433 deposit to retain the British Sinfonia orchestra for our Autumn 2023 concert plus a £395 payment for their orchestral scores and similarly for our Spring 2024 concert with the same orchestra a £470 orchestra deposit and a £254 orchestral scores payment.

6. Creditors and accruals

There were no cheques issued and not cleared at the financial year end. Income received already for the 2023/2024 season comprises advance payments totalling £355 from 4 local businesses for programme adverts in our Autumn, Spring and Summer concerts.

7. Subscriptions

Members' subscriptions remained at the £150 per year level used in the previous year with members not attending all three terms paying a reduced rate. The £9,130 represents 58 full time members and 6 part time (£10,190 the previous year with 63 full time members and 11 part time).

Friends Subscriptions remained at the £20 level used in the previous year with £560 raised (£567 in the previous year).

8. Gift Aid

In accordance with current Making Music advice regarding HMRC Gift Aid regulations the amount received from eligible members subscriptions is based on the full subscription amount.

The £2,233 received comprised £1,770 from eligible Members' subscriptions, £421 from eligible donors to the new staging "Buy a Board" scheme and £32 from other donations.

9. Summary of Concert Finances for the Season ended 30 June 2022

Concerts 2022/23					
	Autumn 2021 £	Spring 2022 £	Summer 2022 £	TOTAL 2022/23 £	TOTAL 2021/22 £
Income					
Ticket sales	2,668	1,357	1,200	5,225	7,681
Programme sales	200	118	56	374	428
Cushions	4	3		7	16
Refreshments	164	142		306	0
Advertising revenue	139	111	146	396	280
Music hire	366	336	452	1,154	339
Total income	3,541	2,067	1,854	7,462	8,744
Expenditure					
Conductor	500	500	500	1,500	925
Musicians	3,088	350	300	3,738	11,600
Soloists	1,200	1,710	300	3,210	4,150
Music	850	338	301	1,489	875
Programme printing	125	105	55	285	500
Venue Hire	425	487	185	1,097	785
Refreshments	122	90		212	0
Other expenses	141	195	111	447	341
Total expenditure	6,451	3,775	1,752	11,978	19,176
Surplus (Deficit)	(2,910)	(1,708)	102	(4,516)	(10,432)

The "Other expenses" item chiefly comprises posters and flyers and towing costs for the staging trailer between its storage location and the concert venue. There is also a small element of commission (1.69%) where tickets have been sold using the choir's SumUp card reader.

10. Grants

The Society is most grateful this year for the following grants :-

- i. from the Gatwick Airport Community Trust, a grant of £2,500 towards our purchasing the new staging.
- ii. from the Humphrey Richardson Taylor Charitable Trust, a grant of £3875 towards our purchasing the new staging and a general grant of £2500.

11. Fundraising

	Income £	Expenditure £
Amazon Smile	42	
Auction for New Staging	200	
Carol Singing for RNIB	243	272
Carol Singing Meal	390	390
Choir Workshops	720	1,313
Easy Fundraising	49	
Mole Valley Community Lottery	706	
Post Concert Party	367	396
Quiz Evening	671	
Old Staging Scrap Value	150	
Venue Hire		87
Totals	3,538	2,458
Net Income	1,080	

The £272 expenditure against the “Carol Singing for RNIB” comprises a donation of £243 to the RNIB and some associated general expenses.

12. Administration Expenses

General fund expenses include the Making Music Subscription, Insurance and Performing Rights copying licence, photocopying and stationery, St John’s school venue hire for a trial build of the new staging, staging trailer repairs and maintenance, operation of the website, and AGM refreshments. There is also a small element of commission (1.69%) where subscriptions or members’ music hire have been paid for using the choir’s SumUp card reader.

13. Other Disclosures

During the period of office of the charity trustees, they or their close family members made donations totalling £2,052 during 2022/23 (£1,533 for 2021/22). 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 (2021/22: nil). No termination or redundancy payments have been made (2021/22: 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.

Statement of Financial Affairs – 2021/2022

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.

Brockham Choral Society Statement of Financial Activities For the financial year ended 30 June 2022

	Note	TOTAL 2021/2022 £	TOTAL 2020/2021 £
Income			
Concert Income	9	8,744	-
Member Subscriptions	7	10,190	3,835
Friends Subscriptions	7	567	210
Gift Aid on Subs & Donations	8	2,090	726
Grants	10	3,000	-
Donations		558	626
Fundraising income:			
General	11	4,054	88
100 Club		-	1,380
Mole Valley Community Lottery		753	-
Interest received		2	2
Total incoming resources		29,958	6,867
Expenditure			
Concert Expenditure	9	19,176	408
Rehearsal Costs:			
Musical Director		3,890	3,840
Accompanist		2,652	760
Rehearsal Venues		1,900	-
Administration	12	912	1,115
Other Expenditure:			
Fundraising costs:			
General	11	3,661	-
100 Club prizes and costs		-	920
Mole Valley Community Lottery costs		5	-
Total resources used		32,196	7,043
Net income (expenditure)		(2,238)	(176)
Net movement in funds		(2,238)	(176)
Reconciliation of Funds			
Total funds brought forward		19,880	20,056
Total funds carried forward		17,642	19,880

Copy of Independent Examiner's Report



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	<small>Charity Name</small> BROCKHAM CHORAL SOCIETY		
On accounts for the year ended	30 JUNE 2023	Charity no (if any)	284300
Set out on pages	1-11		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30 / 06 / 2023**.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *David John Sinden* **Date:** 12/08/2023

Name: David John Sinden

Relevant professional qualification(s) or body (if any): Chartered Accountant, ICAEW
Member 7111538

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