

# NORVIS

England & Wales · Charity number 1014801

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1992-10-16

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 66 Quarry Lane  
Birmingham  
B31 2PY

**Phone** 07752900456

**Email** [info@norvis.org.uk](mailto:info@norvis.org.uk)

**Website** [www.norvis.org.uk](http://www.norvis.org.uk)

## Activities

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**Objects:** The objects of the Charity shall be:1. to advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public events

**Activities:** This charity contributes to the understanding and performance of music, especially early music, in particular by holding an annual summer school.

## Classification

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- **How:** Makes Grants To Individuals, Provides Services
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

## Geography

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- Durham

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£71,358	£64,828	-	-
2023-12-31	£64,966	£63,320	-	-
2022-12-31	£47,108	£48,925	-	-
2021-12-31	£7,991	£8,285	-	-
2020-12-31	£3,221	£4,592	-	-

## Trustees

Name	Role	Appointed
<b>MARK EDWARD LAWRENCE</b>	Chair	2015-08-18
Anna Hambling		2025-10-26
Eileen Finlayson		2019-08-01
Sarah Kirk		2019-08-01
Ursula Margaret McKean		2022-08-04
William Hunt		2022-08-04

**NORVIS**

England & Wales - Charity number 1014801

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# Accounts

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# NORVIS Trustees' annual report 2024

## Charity details

Name: NORVIS Registration number: 1014801

Address: 66 QUARRY LANE, BIRMINGHAM, B31 2PY

Trustees during 2024 were:

- Mark Lawrence (Chair)
- Sarah Kirk (Treasurer)
- Eileen Finlayson (Secretary)
- Ursula McKean
- William Hunt

## Charity structure

NORVIS is managed by trustees, with assistance from the Music Director and other tutors.

Trustees are elected at the AGM, and may also be co-opted by existing trustees. There are a minimum of three trustees. Trustees must be members of the charity. Members of the charity in any year are those who have attended the NORVIS summer school during that year.

## Activities and objectives

The objective of the charity is to advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public events.

The main activity of the charity is to run a one-week summer school in Early Music.

## Achievements and performance

In 2024 the summer school took place 3-10 August 2024, in Barnard Castle. There were 94 attendees. 15 tutors provided classes and playing opportunities for singers and players of recorders, viols, lutes, early guitars, baroque strings, baroque winds, and harpsichords. Tutors provided two concerts for members, and members also provided two concerts. Concerts were open to members of the public.

Bursaries totalling £3540 were provided to 15 attendees. Anybody who would otherwise find it difficult to attend NORVIS may apply for a bursary. In addition, reduced fees were charged for eight people under the age of 26 or in full-time education.

## Financial review

The income for the charity during 2024 was £71,358 and expenditure was £64,828.

Income was largely derived from the fees paid by participants. Donations of £3016 and interest earned of £416 also contributed.

Expenditure was nearly all on the provision of the course, including the venue cost, tutor fees and expenses, and other course costs. In addition there are administrative costs for the charity overall (website, subscriptions, marketing and so on).

The charity maintains reserves of approximately £16,000. The charity also maintains a bursary fund, which usually holds around £3000. The bursary fund is maintained by donations, sales of donated items at the course, and by the trustees allocating some or all of the course surplus to the bursary fund.

## NORVIS Summary accounts 2024

<b>PROFIT AND LOSS</b>		
<b>Income</b>		
Course fees	£	67,116.78
Interest earned	£	416.52
Donations	£	3,016.11
Bus fare	£	393.00
Bowes museum entrance fees	£	416.00
<b>Total</b>	<b>£</b>	<b>71,358.41</b>
<b>Expenditure</b>		
Marketing	£	1,720.82
External concert	£	1,656.50
Tutor fees	£	13,854.00
Tutor expenses	£	3,637.98
Refreshments	£	952.42
Music purchases	£	232.33
Admin fees	£	935.00
Admin expenses	£	900.34
Other services - Bowes and bus	£	867.00
Staff gifts	£	-
Instrument costs - hire, transport etc	£	860.00
Finance costs	£	254.73
Venue fees	£	38,214.04
Subscriptions	£	743.20
<b>Total</b>	<b>£</b>	<b>64,828.36</b>
<b>Profit/Loss</b>	<b>£</b>	<b>6,530.05</b>

<b>BALANCE SHEET</b>				
<b>Assets</b>	<b>1 Jan. 2024</b>		<b>31 Dec. 2024</b>	
TSB Current account	£	3,653.08	£	210.00
TSB Savings account	£	9,426.02	£	-
TSB Bursary account	£	1,023.31	£	-
CAFBank Current account	£	1,477.78	£	11,084.58
CAFBank Gold account	£	5,023.29	£	15,838.95
Totals	£	<u>20,603.48</u>	£	<u>27,133.53</u>
<b>Liabilities</b>	<b>1 Jan. 2023</b>		<b>31 Dec. 2023</b>	
	None		None	
Opening balance for 2024	£	20,603.48		
Profit on activities	£	<u>6,530.05</u>		
Closing balance for 2024	£	<u>27,133.53</u>		



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

NORVIS – Early Music Summer School

**On accounts for the year  
ended**

31 December 2024

**Charity no  
(if any)**

1014801

**Set out on pages**

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

**Signed:**

*Michael John Winterburn*

**Date:**

13/05/2025

**Name:**

Michael John Winterburn

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

58 Lammas Park Road

London

W5 5JB

**NORVIS**

England & Wales - Charity number 1014801

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# Accounts

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# NORVIS Trustees' annual report 2023

## Charity details

Name: NORVIS

Registration number: 1014801

Address: 66 QUARRY LANE, BIRMINGHAM, B31 2PY

Trustees during 2023 were:

- Mark Lawrence (Chair)
- Sarah Kirk (Treasurer)
- Eileen Finlayson (Secretary)
- Ursula McKean
- William Hunt

## Charity structure

NORVIS is managed by trustees, with assistance from the Music Director and other tutors.

Trustees are elected at the AGM, and may also be co-opted by existing trustees. There are a minimum of three trustees. Trustees must be members of the charity. Members of the charity in any year are those who have attended the NORVIS summer school during that year.

## Activities and objectives

The objective of the charity is to advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public events.

The main activity of the charity is to run a one-week summer school in Early Music.

## Achievements and performance

In 2023 the summer school took place 2-9 August 2023, in Barnard Castle. There were 85 attendees. 15 tutors provided classes and playing opportunities for singers and players of recorders, viols, lutes, early guitars, baroque strings, baroque winds, and harpsichords. Tutors provided two concerts for members, and members also provided two concerts. An evening of tuition and practice in early dance was also provided.

Bursaries totalling £2870 were provided to 9 attendees. Anybody who would otherwise find it difficult to attend NORVIS may apply for a bursary. In addition, reduced fees were charged for eight people under the age of 26 or in full-time education.

## Financial review

The income for the charity during 2023 was £65,966 and expenditure was £63,320.

Income was largely derived from the fees paid by participants. Donations of £1637 and interest earned of £177 also contributed.

Expenditure was nearly all on the provision of the course, including the venue cost, tutor fees and expenses, and other course costs. In addition there are administrative costs for the charity overall (website, subscriptions, marketing and so on).

The charity maintains reserves of approximately £15,000. The charity also maintains a bursary fund, which usually holds around £3000. The bursary fund is maintained by donations, sales of donated items at the course, and by the trustees allocating some or all of the course surplus to the bursary fund.

## NORVIS Summary accounts 2023

<b>Income</b>	
Course fees	£ 62,586.35
Interest earned	£ 176.87
Donations	£ 1,637.50
Bus fare	£ 215.00
Bowes museum entrance fees	£ 350.00
<b>Total</b>	<b>£ 64,965.72</b>

<b>Expenditure</b>	
Marketing	£ 1,823.77
External concert	£ 1,168.10
Tutor fees	£ 13,420.00
Tutor expenses	£ 4,056.49
Refreshments	£ 919.10
Music purchases	£ 53.64
Admin fees	£ 850.00
Admin expenses	£ 1,451.69
Other services - Bowes and bus	£ 800.00
Staff gifts	£ 187.85
Instrument costs - hire, transport etc	£ 700.00
Finance costs	£ 44.03
Venue fees	£ 37,845.55
<b>Total</b>	<b>£ 63,320.22</b>
<b>Profit/Loss</b>	<b>£ 1,645.50</b>

<b>BALANCE SHEET</b>	
<b>Assets</b>	<b>1 Jan. 2023</b>
TSB Current account	£ 5,791.68
TSB Savings account	£ 9,296.82
TSB Bursary account	£ 3,869.48
CAFBank Current account	£ -
CAFBank Gold account	£ -
<b>Totals</b>	<b>£ 18,957.98</b>
<b>Liabilities</b>	<b>1 Jan. 2023</b>
	0
Opening balance for 2023	£ 18,957.98
Profit on activities	£ 1,645.50
<b>Closing balance for 2023</b>	<b>£ 20,603.48</b>

**31 Dec. 2023**

£ 3,653.08

£ 9,426.02

£ 1,023.31

£ 1,477.78

£ 5,023.29

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£ 20,603.48

**31 Dec. 2023**

0

**Bank balances on 31 Dec 2023**



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

NORVIS – Early Music Summer School

**On accounts for the year  
ended**

31 December 2023

**Charity no  
(if any)**

1014801

**Set out on pages**

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

**Signed:**

*M John Winterburn*

**Date:**

28/06/2024

**Name:**

Michael John Winterburn

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

58 Lammas Park Road

London

W5 5JB

**NORVIS**

England & Wales - Charity number 1014801

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# Accounts

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## Trustees' Annual Report for the period

From 1 January 2022 to 31 December 2022

Charity name: NORVIS

Charity registration number: 1014801

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the Charity shall be: to advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public events.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	NORVIS runs an annual summer school in early music, open to players of viols, recorders, lutes, harpsichords, baroque strings and singers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have read and abide by the guidance issued by the Charity Commission on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The NORVIS Trustees may make bursaries (reductions in fees) for young people in full-time education and those in financial hardship who would benefit from attending. Bursaries are applied for as part of the course application process. Decisions are taken by a subcommittee of the trustees.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	NORVIS has provided education and performance opportunities in the field of early music to approximately 65 participants on the course during 2022. NORVIS provided bursaries to 8 people in order to enable them to attend the course.

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of 2022, NORVIS held £18958 in bank accounts.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold a reserve account of a minimum of 10% of our usual annual revenue, to allow for fluctuations in revenue against the portion of our costs that is fixed.
Amount of reserves held	Para 1.22	£9297
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties about the charity continuing as a going concern.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal income is provided by participants' fees. We run a residential summer school and charge fees for accommodation and for tuition. We also receive donations and occasionally bequests from members and others.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Our reserve fund is held in an interest-bearing instant access account.
A description of the principal risks facing the charity	Para 1.46	COVID meant that NORVIS was unable to operate for a period of 2 years. We incurred costs but were unable to charge participant fees. Due to our reserves and the generosity of our members, we were not at risk.

## Structure, Governance and Management

Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>(1) The Charity and its property shall be managed and administered by a committee comprising trustees elected from and by the Charity's members (Elected Trustees) and trustees Co-opted by existing trustees (Co-opted Trustees).</p> <p>(2) All members of the committee are trustees.</p> <p>(3) The Charity shall have on the committee at least the following officers, appointed by the trustees:</p> <ul style="list-style-type: none"> <li>i. A chair</li> <li>ii. A secretary</li> <li>iii. A treasurer</li> </ul> <p>More officer roles can be appointed if deemed necessary by the trustees.</p> <p>(4) An Elected trustee must be a member of the Charity.</p> <p>(5) No one may be appointed a trustee if he or she would be disqualified from acting under the provisions of clause 8.</p> <p>(6) The number of trustees shall be not less than three but shall not be subject to any maximum.</p> <p>(7) The first trustees (including officers) shall be those persons elected as trustees and officers at the meeting at which this constitution is adopted.</p> <p>(8) A trustee may not appoint anyone to act on his or her behalf at meetings of the trustees.</p>

## Reference and Administrative details

Charity name	NORVIS
Other name the charity uses	
Registered charity number	1014801
Charity's principal address	66 Quarry Lane Birmingham B31 2PY

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mark Lawrence	Chair		
2	Eileen Finlayson	Secretary		
3	Sarah Kirk	Treasurer		
4	William Hunt	Trustee	4/8/22 onwards	
5	Ursula McKean	Trustee	4/8/22 onwards	
6	Simon Squires	Treasurer	To 4/8/22	
	Maureen Jackson	Trustee	To 4/8/22	

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

**NORVIS****SUMMARY STATEMENT 2022****Income**

Course fees	£45,197.20
Donations	£6,335.65
Bus fares	£290.00
Bowes museum fares	£270.00
Savings a/c interest	£38.95
Bursary a/c interest	£17.58

**Expenditure**

Advertising	£1,027.20
External concert	£908.00
Tutor fees	£10,205.00
Tutor expenses	£3,378.22
MD/Tutorg fees	£2,560.00
MD/Tutorg.expenses	£827.46
Administrator's fee	£850.00
Admin./sec. expenses	£472.89
Other for participants	£620.00
Staff gifts	£50.80
Accom. at venue	£28,950.25
Subscriptions	£508.00

**Total income** £52,149.38

**Total expenditure** £50,357.82

**Excess of income over expenditure**

**£1,791.56**

**BALANCE SHEET**

<b>Assets</b>	<b>Jan. 2022</b>	<b>Dec. 2022</b>
Current a/c	£2,226.65	£5,791.68
Savings a/c	£9,257.87	£9,296.82
Bursary a/c	£5,681.90	£3,869.48
<b>Totals</b>	<b>£17,166.42</b>	<b>£18,957.98</b>

<b>Represented by:</b>	<b>Jan. 2022</b>	<b>Year surplus</b>	<b>Dec. 2022</b>
General fund	£11,484.52	£3,603.98	£15,088.50
Bursary fund	£5,681.90	-£1,812.42	£3,869.48
<b>Totals</b>	<b>£17,166.42</b>	<b>£1,791.56</b>	<b>£18,957.98</b>



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

NORVIS – Early Music Summer School

**On accounts for the year  
ended**

31 December 2022

**Charity no  
(if any)**

1014801

**Set out on pages**

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

**Signed:**

**Date:**

15/07/2023

**Name:**

Michael John Winterburn

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

58 Lammas Park Road

London

W5 5JB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

The tutors and the administrator had not provided supporting documentation for expenses claimed. It is highly recommended that next year they should be required to do so.