

# **Saffron Walden Orchestral Society**

## **Trustees Annual Report and Financial Statements for the Year Ended 31 July 2022**

**Charity No. 1028429**

## **1. Purpose**

Saffron Walden Orchestral Society's purpose is to provide performance opportunities for talented musicians living or working in and around the district of Uttlesford, and to promote the appreciation of music in the wider community through the presentation of public concerts and community based projects. The society oversees the running of both the Saffron Walden Symphony Orchestra (SWSO) and the Saffron Walden Children's Orchestra (SWCO). The SWSO is a community orchestra formed of both professional and amateur players based in and around Saffron Walden including North West Essex, Suffolk, Cambridge and East Hertfordshire areas. The SWCO runs music courses for children in the Uttlesford area.

## **2. Objects**

The objects of the Society are to promote, 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 shall see fit, including the presentation or performance of public concerts and recitals, the making of grants and donations and in particular through the promotion management and administration of the Saffron Walden Symphony Orchestra (previously known as the Uttlesforde Orchestra).

## **3. Achievements and Performance Between 1<sup>st</sup> August 2021-31<sup>st</sup> July 2022**

During 2021/22 the Saffron Walden Orchestral Society returned to more normal activities after having to cease activities in 2020/2021 due to the coronavirus pandemic.

### **3.1 Saffron Walden Symphony Orchestra**

During the year the Saffron Walden Symphony Orchestra (SWSO) performed 5 concerts, one was in St Mary's Church, Church Path, Saffron Walden Essex CB10 1JP and the other four were in Saffron Hall, Audley End Rd, Saffron Walden CB11 4UH. The first concert was for children, and two concerts included commissions for new pieces from up and coming composers. All the soloists were local musicians. During one concert (November) there was a collection for the local hospital (Princess Alexandra Hospital NHS Trust) charity. This raised £715 and was used to fund presents for patients in hospital over the Christmas period. The dates and programmes for the concerts are listed below.

#### **Summary of Concerts in the year**

##### **Saturday 2<sup>nd</sup> October 2021 at 3pm**

St Mary's Church, Saffron Walden

Children's Concert

Bernard Hughes – Not Now Bernard

Isabel's Noisy Tummy

##### **Saturday 27<sup>th</sup> November 2021 at 7.30pm**

Saffron Hall

Jacob Bride - Der Trommler (New Commission)

Sergei Rachmaninov - Piano Concerto No 2 (Stephen Smithers soloist)

Philip Glass – Symphony No 4 – Heroes

##### **Saturday 5<sup>th</sup> February 2022 at 7:30**

Saffron Hall

Film Music

John Williams - Tribute to the Film Composer

## Saffron Walden Orchestral Society

John Williams - Witches, Wands and Wizards  
Ennio Morricone - Gabriel's Oboe  
Harry Gregson-Williams/John Powell - Highlights from Shrek  
John Williams - Star Wars Episode V: The Asteroid Field  
John Barry - Out of Africa  
Don Davis - The Matrix Suite  
John Williams - Indiana Jones and the Temple of Doom  
Ennio Morricone - Cinema Paradiso  
Marco Beltrami - I, Robot: Tunnel Chase  
Ernest Gold - Exodus  
Christopher Young - Hellraiser  
Danny Elfman - Batman Suite  
Encore - Lalo Schifrin - Mission: Impossible

### **Sunday 8<sup>th</sup> May 2022 at 3pm**

Saffron Hall

Lewis Edmunds – Cinematic Variations (New Commission)  
Sergei Rachmaninov - Rhapsody on a Theme of Paganini (Alex Reid piano solo)  
Pyotr Ilyich Tchaikovsky – Symphony No 2 – “Little Russian”

### **Sunday 3<sup>rd</sup> July 2022 at 3pm**

Aaron Copland – An Outdoor Overture

George Gershwin – Piano Concerto in F (Jill Morton soloist)  
Antonin Dvorak – Symphony No 9 – “New World Symphony”

## **3.2 Saffron Walden Children's Orchestra**

Two courses were organised, the first was in the Easter school holidays (12<sup>th</sup>-14<sup>th</sup> April 2022) and the second was in the Summer holidays (26<sup>th</sup> -29<sup>th</sup> July 2022). Forty children enrolled for the Easter course which consisted of three mornings of orchestral playing with an end of course concert in Saffron Hall. The Summer course consisted of 4 days (9:30-3:30) was less popular, partly because this was the first holiday parents had been able to get away with no Covid-19 restrictions. Thirty-four children did attend and gave an excellent concert on the Friday afternoon in Saffron Hall. The course included brass, wind, and string tutors to take the sectionals and smaller ensembles as well as 2 singing tutors leading a senior and junior choir. Kirsty Body from Harmonia Music came along one afternoon and gave a workshop to all the children on African drumming. With thanks to a donation from the Saffron Walden Arts Trust we were able to invite the artist/illustrator James Mayhew along for an afternoon with the children for some creative time drawing whilst listening to Rimsky Korsakov. All tutors on the courses have Disclosure and Barring Service (DBS) checks, and we always have a first aider on the course.

## **4. Financial Review**

### **4.1 Overview of current financial position**

In the year to 31st August 2022 (FY22) the SWSO made a profit of £7,526.28 (FY21: £1,632.50), which was added to the unrestricted funds of the Charity.

At the year-end the SWSO had net assets of £41,685.94 (FY21: £34,159.66) comprising current assets of £43,555.94, of which £38,042.39 was cash at bank, and liabilities of £1,870.00.

The Committee aims for the SWSO to maintain reserves sufficient to meet one year's worth of concert production costs, assuming six concerts per year plus two SWCO courses. Based on the costs incurred in FY22, the trustees would hope to have reserves at the year-end of around £35,000. The Committee is satisfied that the level of reserves held by the Charity is acceptable and no action is required. This policy was principally established to allow for potential decreases in audience numbers and has enabled the Charity to continue despite the cessation of activities forced upon it by the COVID-19 pandemic.

The Financial Statements for FY22 have been prepared on an accruals basis and are included on pages 7 and 8. The accounts show that the Charity remains a viable going concern and the trustees have no reason to believe that the SWSO cannot operate on this basis for the foreseeable future.

#### **4.2 Sources of income**

The SWSO has four primary sources of funds, as set out below:

- Subscriptions paid by the SWSO playing members, including the fees paid for the SWCO courses;
- Ticket sales;
- Sponsorship and donations; and
- Gift Aid recovered on the subscriptions and donations.

Ticket sales are a very important part of the Charity's income and, as such, the Committee Members continue to focus on ways to maximise this revenue stream.

#### **4.3 Expenditure**

In 2019, in order to take advantage of the Orchestral Tax Relief scheme, the SWSO created a production company called SWSO Productions Limited (SWSOP), which is contracted each year by the Charity to produce that season's concerts. All of the expenses of preparing for and performing the concerts themselves are paid by the SWSOP.

SWSOP is a limited company (Registered Number: 12351355). The share capital of the company is held on trust for the Charity by its shareholders such that they will deal with the shares and exercise all rights which may arise from holding them in accordance with the directions of any one or more authorised representatives of the Charity.

In FY22, the Charity paid to SWSOP an amount of £27,891.80 (FY21: £681.47), being the commission due to SWSOP for production of the concerts. In total for FY 22, such costs amounted to £32,465.18 meaning that the benefit of the OTR scheme enjoyed by the Charity was £4,575.38.

As part of the contractual agreement between the Charity and SWSOP, the Charity has agreed to provide the cash flow to meet the costs of production, which it does by way of an interest free loan to the SWSOP. At the end of each year, this loan is partially repaid by set-off of the commission payable by the Charity. At 31 July 2022, the balance outstanding due to the Charity was £5,258.55.

#### **4.4 Governance**

The financial statements are not audited but are examined by an independent examiner. Her report can be found on page 9.

### **5. Structure, Governance and Management**

The Saffron Walden Orchestral Society (SWOS) is a membership organisation. Membership is open to any person interested in furthering the objects of the Society and has been approved by Committee and paid their annual subscription. The management of the SWOS is overseen by a Committee consisting of four officers namely a Chairperson, Vice-Chair Person, a Secretary and a Treasurer, and up to four other persons. This group is known as the Committee Members, and individuals are Trustees of the Charity. The Committee Members are elected by the Society's members entitled to a vote at the Annual General Meeting. The Committee is also able to co-opt up to three additional Committee Members (who need not be members of the Society) provided that the Committee is not comprised of more than one third co-opted Committee Members. Co-opted Committee Members hold office until the next Annual General Meeting and may be eligible for re-election by Committee Members.

The Committee Members for 2021/22 were:

Dr Helen Glenister, Chair  
Ryan Weaver, Vice Chair  
Philippa Hopewell, Secretary  
Jeremy Lewin, Treasurer  
Robert Furber

Richard Hull, Co-opted Member and Conductor/Director of Music  
Dr Sarah James, Co-opted Member and Leader.

In furtherance of the objects of the Society all arrangements for concerts, recitals and other events, the making of grants and donations, and the promotion, management and administration of the orchestra(s) is the responsibility of the Committee which may exercise the following powers for such purposes:

- To raise funds and to invite donations and contributions provided that in so doing the Committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law
- To engage or employ such musicians, experts, consultants, staff or contractors as may be necessary
- To co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them
- To appoint and constitute such sub or advisory committees as the Committee may think fit
- To buy, take on lease, rent, exchange or hire any premises or property necessary for the achievement of the objects and to maintain and equip it for use
- To do all such other lawful things as may be necessary or desirable for the achievement of the objects.

The Committee met on three occasions during 2021/22 to manage the business of the Society.

## 6. Reference and Administration Details

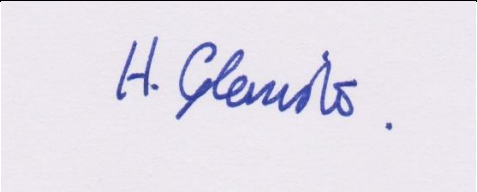
<b>Charity Name</b>	Saffron Walden Orchestral Society
<b>Registered Charity Number</b>	1028429

<b>Charity's Principal Address</b>	2 Chantry Road Bishop's Stortford Herts CM23 2SF
<b>Email</b>	enquiries@saffronsymphony.org
<b>Website</b>	www.saffronsyphony.org

## 7. Declarations

The Committee Members (Trustees) declare that they have approved the Trustees report

Signed on behalf of the Charity's Trustees

<b>Signature</b>	
<b>Full name (s)</b>	Dr Helen Glenister
<b>Position</b>	Chair
<b>Date</b>	11.05.23

**Financial Statements for the year ended 31 July 2022****Profit & Loss Account**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Subscriptions <sup>1</sup>	10,585.00	1,700.00
Sponsorship, grants and donations	2,026.98	333.00
Concert income	22,146.98	-
Gift Aid	785.00	433.75
Other income	21.62	3.72
<b>Total income</b>	<b>35,565.58</b>	<b>2,470.47</b>
<b>Expenses</b>		
Commissions paid <sup>2</sup>	27,891.80	681.47
Other costs	147.50	156.50
<b>Total expenses</b>	<b>28,039.30</b>	<b>837.97</b>
<b>Profit/(Loss) for the year</b>	<b>7,526.28</b>	<b>1,632.50</b>

**Notes:**

1. Includes playing members subscriptions (£3,590) and fees paid for the SWCO courses (£6,995).
2. The amount paid to SWSOP for production of the season's concerts and the SWCO courses.

## Financial statements for the year ended 31 July 2022

## Balance Sheet

	2022	2021
	£	£
<b>Current Assets</b>		
Debtors and Prepayments	255.00	-
Cash at bank and in hand	38,042.39	32,809.24
Financial Assets	5,258.55	1,586.35
<b><i>Total Current Assets</i></b>	<b>43,555.94</b>	<b>34,395.59</b>
<b>Liabilities</b>		
Creditors and accruals	1,870.00	300.00
<b><i>Total Current Liabilities</i></b>	<b>1,870.00</b>	<b>300.00</b>
	<b>41,685.94</b>	<b>34,095.59</b>
<b>Represented by:</b>		
Retained surplus brought forward	34,159.66	32,463.09
Profit & Loss for the year	7,526.28	1,696.57
	<b>41,685.94</b>	<b>34,159.66</b>



## **Independent Examiners report to the Trustees of Saffron Walden Orchestral Society**

I report on the accounts for the year ended 31<sup>st</sup> July 2022 which are set out on pages 7 and 8.

### **Respective responsibilities of trustees and examiner**

The Charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed instead. It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention:

1. which gives me cause to believe that, in any material respect, the requirements:
  - a. to keep accounting records in accordance with section 41 of the Act; and
  - b. to prepare accounts that accord with the accounting records and comply with the accounting requirements of the Act;have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Nicky Creighton

Relevant Professional Qualification or Body: FCCA, CTA

Address: 39 Hawthorne Close, Takeley, Bishop's Stortford, Herts CM22 6SD

Date: 9<sup>th</sup> May 2023