

# **Trustees' Annual Report for the period**

**From 1<sup>st</sup> May 2022 To 30<sup>th</sup> April 2023**

**Charity name: Hadleigh Choral Society**

**Charity registration number: 1033798**

**Charity's principal address: The Thatched Cottage, Water Run, Hitcham,  
Ipswich, Suffolk, IP7 7LN.**

## **Objectives and Activities**

The objectives 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. This is achieved by the presentation of public concerts and recitals in Hadleigh, Suffolk and in villages in the surrounding areas and by such other ways as the Society, through its Trustees determines from time to time.

The Trustees have had regard and have considered guidance issued by the Charity's Commission on public benefit and can report that in the year 1 May 2022 to 30 April 2023 the Society provided piano accompaniment and musical direction from the Society's Musical Conductor/Director, as well as hiring orchestral musicians and soloists. Music, instruments and chairs were hired and rehearsal rooms, together with concert venues were procured for its members, culminating in two major concerts of choral classical works, which were advertised to the public through local magazines, posters, leaflets and social media.

In the Autumn of 2022, the Society performed Beethoven's Mass in C, Op.86 and Hummel's Mass in D, Op. III which were a great success, with a much larger audience than we could ever have hoped for after the COVID pandemic years. This was topped with Puccini's Messa di Gloria and Fauré's Requiem in D Minor, Op.48 and Cantique de Jean Racine, which proved enormously popular. These involved an average of ninety singers with soloists and orchestral accompaniment.

The Christmas concert raised £420 for Hadleigh Hosts Ukrainians, and it was great to see so many of Hadleigh's Ukrainian guests there.

The Summer Concert was held at Stratford St. Mary's Church. All proceeds were kept by the church.

The Society is supported by a number of volunteers, but special recognition has to be given to the contribution of the Music Committee members who collectively select all the music content for Concerts; provide sheet music for the Summer and Christmas concerts; assist with music recordings for exploration mornings together with the recording of concerts and CD production and all the technical input into advertising and programme concept, design and production. Additionally, "Serendipity", an organisation which has many Society members within the group and perform at weddings and funerals in villages around Suffolk, celebrated their 20<sup>th</sup> Anniversary. All monies raised from their engagements are donated to the Society.

## **Achievements and Performance**

The members of the Society are provided with a weekly rehearsal programme under the direction of the Musical Director and strive together to achieve the highest performance level. The ongoing sense of member community collaboration and achievement provides

fulfilment and wellbeing. Singing together in a group is proven to have huge benefits for people's physical and mental well-being, and social inclusion.

Two very successful public performances with steadily increasing audiences. The year's two main concerts attracted 206 and 238 respectively.

The Society is in a relatively strong financial position, enabling it to plan and execute bigger and more ambitious public concerts and other projects in the future.

A number of choral events were staged to benefit local charities.

The Society supports local events within the community by providing a choir and raises funds to donate to a wider Society. In the year the Society raised funds for the Pakistan Flood Relief as well as donating to Hadleigh Hosts Ukrainians.

## **Financial Review**

The Statement of Financial Activities shows a loss of £2,366 for the year. (2022-£1,536). Income for the year amounted to £26,069 (2022 £18,729) and resources expended amounted to £28,405 (2022 £20,265)

The Balance Sheet shows total net assets of £26,732 (2022 £29,068) with cash in hand and at bank of £31,288 (2022 £34,188).

Restricted funds are held to fund the replacement and acquisition of tangible fixed assets such as staging, lighting, musical instruments.

Unrestricted general funds are held to cover 12 months operational fixed costs; potential losses on concerts and to meet unforeseen expenditure.

At 30th April 2023 there was £4,966 in restricted reserves and £21,766 in unrestricted reserves. No reserve fund was in deficit and there are no going concern issues.

The charity's principal sources of income are membership subscriptions and associated gift aid.

Surplus funds to immediate requirements are invested in deposit accounts with the bank and building society to generate interest and ticket sales.

The main financial risks to the Society are diminishing membership numbers with subsequent loss of subscription income and the possibility of reduced donations from Serendipity. General sustained economic decline causing inflation and escalating costs coupled with loss of income from the public attending concerts is also relevant.

## **Structure, Governance and Management**

The Society is constituted by its governing document as an unincorporated association. Trustees are appointed or re-appointed annually at the Annual General Meeting.

The Trustees give their time voluntarily and receive no remuneration or benefits.

The Society works closely with the organisation Making Music.

The Trustees do not consider that there are any major risks as systems, policies and procedures are in place in line with a small charity. Its website is robust and GDPR and

privacy policies are in place. There are strong financial controls which are regularly reviewed.

### 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) |
|------------------|----------------------------|-------------------------------------|---|
| Louisa Symons    | Chair                      |                                     |   |
| Gill Riddle      | Acting Chair - 11.1.23     |                                     |   |
| Helen Rogerson   | Secretary                  |                                     |   |
| Laurie Denton    | Treasurer                  |                                     |   |
| Jessica Bailey   | Booking Secretary          |                                     |   |
| Ruth Turnbull    | Concert Manager            |                                     |   |
| Jayne Jones      | Publicity                  |                                     |   |
| Angela McGonnell | Acting Vice Chair- 11.1.23 |                                     |   |
| Martina Shorts   | Advertising                |                                     |   |
| Susan Jones      | Tickets and hospitality    |                                     |   |
| Judith Berry     | Assistant Treasurer        | Co-opted 12 <sup>th</sup> July 2022 | Members At Annual General Meeting                             |

### Declarations

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

Signed on behalf of the charity's trustees

|              |                                |                                |
|--------------|--------------------------------|--------------------------------|
| Signature(s) | <i>Gillian Riddle</i>          | <i>Laurie Denton</i>           |
| Full name(s) | Gillian Lesley Riddle          | Laurie Lesley Denton           |
| Position     | Chairman                       | Treasurer                      |
| Date         | 27 <sup>th</sup> February 2024 | 27 <sup>th</sup> February 2024 |

**HADLEIGH CHORAL SOCIETY  
STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**

**FOR THE YEAR ENDED 30 APRIL 2023**

|  | Notes | Total<br>funds<br>2023<br>£ | Total<br>funds<br>2022<br>£ |
|--|-------|-----------------------------|-----------------------------|
| <b>INCOMING RESOURCES</b>                          |       |                             |                             |
| Ticket Sales                                       |       | 6,667                       | 4,822                       |
| Subscriptions                                      |       | 9,753                       | 6,507                       |
| Fundraising  | 1     | 4,714                       | 3,685                       |
| Other income                                       | 2     | 4,934                       | 3,715                       |
|  |       | -----                       | -----                       |
| <b>Total incoming resources</b>                    |       | 26,069                      | 18,729                      |
| <b>RESOURCES EXPENDED</b>                          |       |                             |                             |
| Professional fees (director/accompanist/musicians) | 3     | 14,714                      | 9,918                       |
| Cost of Venues / Facilities                        | 4     | 3,570                       | 3,622                       |
| Music purchased & printing                         |       | 411                         | -                           |
| Refreshments                                       |       | 425                         | 96                          |
| Web costs  |       | 60                          | 77                          |
| Equipment purchases                                | 6     | -                           | 285                         |
| General Advertising & Publicity Fees               |       | 1,684                       | 1,398                       |
| Printing posters, tickets & programmes             |       | 2,063                       | 1,817                       |
| Miscellaneous / gifts                              |       | 94                          | 188                         |
| Insurance  |       | 96                          | 120                         |
| Subscriptions & licences                           |       | 437                         | 288                         |
| Lottery prizes                                     |       | 300                         | 315                         |
| CD's & recording costs                             |       | 1,131                       | 1,056                       |
| Depreciation                                       |       | 41                          | 55                          |
| Administration Expenses                            |       | 783                         | 987                         |
| Fundraising Donations                              | 5     | 2,596                       | 358                         |
|  |       | -----                       | -----                       |
| <b>Total resources expended</b>                    |       | 28,404                      | 20,580                      |
|  |       | -----                       | -----                       |
| <b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>       |       | (2,336)                     | (1,851)                     |
|  |       | -----                       | -----                       |
| <b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>          |       | (2,336)                     | (1,536)                     |
| Funds brought forward at 1 May                     |       | 29,068                      | 30,604                      |
|  |       | -----                       | -----                       |
| <b>TOTAL FUNDS carried forward at 30 April</b>     |       | 26,732                      | 29,068                      |
|  |       | =====                       | =====                       |

All incoming resources and resources expended derive from continuing activities.

**HADLEIGH CHORAL SOCIETY**  
**BALANCE SHEET**  
**AS AT 30 April 2023**

|  |      | 2023    | 2022    |
|--|------|---------|---------|
|  | Note | £       | £       |
| TANGIBLE FIXED ASSETS                          | 7    | 123     | 164     |
| CURRENT ASSETS                                 |      |         |         |
| Stock  | 10   | 99      | -       |
| Debtors  | 8    | 633     | 303     |
| Cash at bank and in hand                       |      | 31,288  | 34,188  |
|  |      | -----   | -----   |
|  |      | 32,020  | 34,491  |
| CURRENT LIABILITIES                            |      |         |         |
| Creditors: Amounts falling due within one year | 9    | (5,411) | (5,587) |
|  |      | -----   | -----   |
| TOTAL NET ASSETS                               |      | 26,732  | 29,068  |
|  |      | =====   | =====   |
| FUNDS  |      |         |         |
| Restricted funds                               |      | 4,966   | 4,966   |
| Unrestricted funds                             |      | 21,766  | 24,102  |
|  |      | -----   | -----   |
|  |      | 26,732  | 29,068  |
|  |      | =====   | =====   |

Approved by the members on 20th June 2023

*Louisa Symons*

L. Symons

Chair - Mrs Louisa Symons

Signed 20.6.2023

*Laurie Denton*

L. Denton

Honorary Treasurer - Ms Laurie Denton

Signed 20.6.2023

**HADLEIGH CHORAL SOCIETY**  
NOTES TO THE STATEMENTS

|  | <b>2023</b> | <b>2022</b> |
|--|-------------|-------------|
|  | <b>£</b>    | <b>£</b>    |
| <b>1 Fundraising</b>                                     |             |             |
| Serendipity donation                                     | 2,753       | 942         |
| Lottery  | 601         | 539         |
| Donations received                                       | 1,025       | -           |
| Sponsorship- Matthew Douglas                             | 335         | 465         |
| Babergh DC start up grant -post COVID                    | -           | 1,881       |
| Specific charity fund raising events                     | -           | 359         |
|  | -----       | -----       |
|  | 4,714       | 4,185       |
|  | =====       | =====       |
| <b>2 Other Income</b>                                    |             |             |
| Friends  | 460         | 460         |
| Sale of programmes                                       | 527         | 461         |
| Sale of refreshments                                     | 832         | 218         |
| Sale of Music  | -           | -           |
| Sale of CD's   | 378         | 478         |
| Gift Aid Income  | 1,582       | 1,704       |
| Miscellaneous income                                     | 129         | 126         |
| Summer Concert contributions                             | 75          | -           |
| Advertising in programme                                 | 850         | 200         |
| Interest   | 102         | 69          |
|  | -----       | -----       |
|  | 4,934       | 3,715       |
|  | =====       | =====       |
| <b>3 Professional Fees</b>                               |             |             |
| Director of Music/Conductor                              | 4,010       | 2,878       |
| Accompanist  | 1,934       | 1,490       |
| Costs of hiring musicians and singers                    | 8,770       | 5,550       |
|  | -----       | -----       |
|  | 14,714      | 9,918       |
|  | =====       | =====       |
| <b>4 Cost of Venues and facilities</b>                   |             |             |
| Hire of Music and Instruments (inc. printing and repair) | 1,064       | 1,719       |
| Hire of chairs   | 466         | 274         |
| Rehearsal Venues   | 1,400       | 989         |
| Concert Venues   | 640         | 640         |
|  | -----       | -----       |
|  | 3,570       | 3,622       |
|  | =====       | =====       |
| <b>5 Donations</b>                                       |             |             |
| Alzheimers Research UK donation                          | -           | 358         |
| General donations (Serendipity costs)                    | 2,596       | 185         |
|  | -----       | -----       |
|  | 2,596       | 543         |
|  | =====       | =====       |

Other funds raised during the year which have not flowed through the Hadleigh Choral Society's  
Accounts amounted to £243.75 for the Pakistan Flood Relief and £420 was collected for Hadleigh  
Hosts Ukrainians

**HADLEIGH CHORAL SOCIETY**  
NOTES TO THE STATEMENTS

**6 Equipment Purchases**

|  |       |       |
|--|-------|-------|
| Banners                                  |       | 137   |
| A-Frame                                  |       | 71    |
| Power packs for credit card machines (2) |       | 42    |
| Credit card machines (2)                 |       | 35    |
|  | ----- | ----- |
|  | -     | 285   |
|  | ===== | ===== |

**7 Tangible Fixed Assets**

The Society owns assets with an estimated cost value of £13,496. These assets have a net book value of **£123**

Assets acquired are funded from the Arthur Vincent legacy which was received between 2012 and 2015 totalling **£11,407**

Assets marked \* below, totalling £6,441 were purchased using legacy funds leaving **£4,966** is available for future purchases.

Balancing legacy funds have been segregated and are shown as Restricted Funds.

Staging (acquired in May 1999 for £6,800)

Lighting (acquired Autumn 2006 £2,255)

Roland FP80 Portable Digital Piano, Stand

& pedals, case and piano stool (acquired June 2015 £1,733)\*

Behringer Eurolive Speaker B207MPS Speaker (acquired Feb 2016 £186)\*

Agrecco Trailer and ramp (acquired April 2017 £4,272)\*

Amplifying equipment (acquired in November 2020 £250)

**8 Debtors**

|                     |       |       |
|---------------------|-------|-------|
| Debtors             | 260   | -     |
| Payments in advance | 305   | 303   |
| Accrued Income      | 68    |       |
|                     | ----- | ----- |
|                     | 633   | 303   |
|                     | ===== | ===== |

**9 Creditors: Amounts falling due within one year**

|                                     |         |         |
|-------------------------------------|---------|---------|
| Subscriptions in advance            | (3,574) | (4,106) |
| Sponsorship in advance              | -       | (335)   |
| Tickets refunds (Spring 21 concert) | (135)   | (135)   |
| Creditors & Accruals                | (1,702) | (1,011) |
|                                     | -----   | -----   |
|                                     | (5,411) | (5,587) |
|                                     | =====   | =====   |





# March Consulting

(East Anglia) Limited

**Report to the trustees**

Hadleigh Choral Society

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/04/2023.

**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:****Date:**

08-06-2023

**Name:**

Ian Coombes – March Consulting (East Anglia) Limited

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

F.C.C.A. M.B.A.

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