

## **Annual Report of the Trustees of Dorking Choral Society for the year ended 30 April 2024**

### **Charity reference details**

Name of charity:	Dorking Choral Society
Charity Registration No:	1038608
Principal Office:	16, Yarm Close, Leatherhead KT22 8NZ
Trustees:	Mr James Glaysher (Chair, appointed 15 <sup>th</sup> June 2022) Ms Hilary Bennett (Secretary, appointed 16 <sup>th</sup> June 2021) Mr Nick Wright (Treasurer, appointed 16 <sup>th</sup> June 2021)

The above constituted the Society's Trustees throughout the year to 30<sup>th</sup> April and to the date of signature of this report.

### **Structure, Governance and Management**

Dorking Choral Society is administered in accordance with its Constitution, the current version of which was approved and adopted by members at the Annual General Meeting of 01 July 2020. This Constitution was based on a model document supplied by Making Music.

The Constitution states that the management of the Society shall be in the hands of a Committee consisting of the following Officers: Chairman, Secretary and a Treasurer, and no fewer than two and no more than six other members: the Officers and the other Committee members shall be elected by and out of the Society's members at the Annual General Meeting; they shall hold office until the next Annual General Meeting and be eligible for re-election. Up to three ex-officio members can be appointed by the Committee to assist with specific tasks. The committee members are the charity trustees. The Chairman may hold office for up to three years and may not immediately be re-elected. At the end of his or her term of office, the retiring Chairman will be invited to attend Committee meetings for the ensuing twelve months but will not have voting rights.

At the 16 June 2021 Annual General Meeting, due to the unforeseen events of the COVID pandemic, which meant that the activities of the choir had been on hold for the previous 18 months, a vote of 2/3<sup>rd</sup> of the members attending the AGM was obtained to enable the following amendment to the Constitution to allow for the extension of the term of office for the Chair for a further 12 months to enable continuity of the Committee and ensure adequate supervision as activities return to 'normal'. The members voted in principle to amend constitution so that a 4<sup>th</sup> year is permissible in extraordinary circumstances.

## **Financial Review for the year ended 30<sup>th</sup> April 2024**

Dorking Choral Society prepares its accounts in the form of a Receipts and Payments Account with a Statement of Assets and Liabilities.

In respect of the year ended 30<sup>th</sup> April 2024, the Society had total receipts of £33,515 ('23: £27,868) less total payments of £34,102 ('23: £40,621), resulting in a net loss of -£588 ('23: -£12,753 loss).

In addition:

- Subscription Income increased to £11,804 ('23 - £10,423) as paying membership increased from 59 to 66 (with an additional 1 non-paying student member).
- A grant from the HR Taylor Trust of £2,500 for the year was secured again ('23 - £2,000).
- Donations and other gifts from Friends of DCS totalled £1,455 ('23 - £1,065).
- An HMRC Gift Aid refund of £1,891 ('23 - £2,032) was received.
- A major focus on Fundraising activities yielded a net profit of £2,162 ('23 - £30), led largely by the successful Auction of Promises, though this includes £700 of prepaid contributions for the planned Romania Tour in '25.
- The three concert performances combined had revenues of £5,252 and expenses of £10,198 resulting in a loss of £4,926 – a significant improvement on the previous (Centenary) year's loss of £13,948 and the '22 loss of £8,545.
- The society covered its regular operating costs through subscriptions and Gift Aid refund. The accounts show a small deficit of £188, however this includes 13 months of Musical Director fees.
- Due to timing differences of receipts and purchases, there is a reported loss of £456 on music purchase/hire. However, £762 is a prepayment for '24 Summer Concert, less receipts to date £252 resulting in a £54 profit. Note – additional music costs for orchestral accompaniment are charged to concert expenses.
- Participation in the Leith Hill Music Festival, although intended to be cost neutral because of promotion and remembrance flowers a loss of £1,440 was incurred ('23: -£196), but this included £650 of the MD and Accompanist fees from '23. Adjusted losses would therefore be -£790 ('23 - £846)

As at 30<sup>th</sup> April 2024 total bank balances and cash amounted to £31,019 ('23 - £31,606).

Other Monetary Assets were £850 ('23 - £258) consisting of Music Folders (£68) and prepayments for booking the Summer Concert (£20) and Music Hire/Purchase (£762).

Current liabilities are higher at £1,230 ('23 - £615), reflecting the £700 Romania Tour "prepayment".

The Society operates a policy of ensuring that cash reserves are maintained at a minimum of £6,000, being the average cost of a large concert, should, for any reason, a concert have to be cancelled at short notice. As can be seen from the above figures, the Society was

compliant with this reserves policy at both the beginning and the end of the financial year and was also compliant throughout the year.

### **Public benefit statement**

The trustees are of the opinion that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

### **Objects and activities**

The objects of the society are 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 concerts and recitals.

Membership of the society shall be open to any person interested in furthering the objects of the society, and who has paid the subscription in the relevant singing year at the appropriate rate or rates applying.

3 July 2024

**DORKING CHORAL SOCIETY**  
**ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024**  
**RECEIPTS AND PAYMENTS ACCOUNT**

	2024	2024	2023	2023
<b><u>RECEIPTS</u></b>				
<b><u>Grants and Donations</u></b>				
Sundry Donations	150.00		9.81	
Friends Donations	1,305.00		1,055.40	
H.R. Taylor Trust Grant	2,500.00		2,000.00	
		3,955.00		3,065.21
<b><u>Investment Income</u></b>				
Bank Interest Received		427.77		121.41
<b><u>Subscription Income</u></b>				
Membership Subscriptions	11,804.40		10,422.80	
Gift Aid Receipts from Donations	1,891.18		2,032.03	
		13,695.58		12,454.83
<b><u>Income from Fundraising</u></b>				
Weekly Refreshments/coffee morning	48.65		96.50	
Centenary Dinner			2270.00	
Summer Workshop	721.29			
Come & Sing	260.78			
Arts Alive	200.00			
Auction of Promises	3041.00			
Romania '25 - Prepayment	700.00			
		4,971.72		2,366.50
<b><u>Income from Concerts</u></b>				
Summer 2023	1082.65		2339.21	
Autumn 2023	3373.71		2418.10	
Christmas 2023	796.07		551.18	
		5,252.43		5,308.49
<b><u>Other Income</u></b>				
Receipts for music	2,035.45		1,590.50	
LHMF singing fees	2,685.40		2,162.80	
Grant for soloists	330.00		660.00	
Sale of Folders	48.00		72.00	
Deposit Release (Mickleham Village Hall)	0.00		50.00	
Martineau (contra)	64.40		0.00	
Miscellaneous (petty cash concert receipts)	48.80		16.24	
		5,212.05		4,551.54
<b>TOTAL RECEIPTS</b>		<b>33,514.55</b>		<b>27,867.98</b>

	2024	2024	2023	2023
<b><u>PAYMENTS</u></b>				
<b><u>Financial Costs</u></b>				
Bank Charges		83.68		85.52
<b><u>Expenses for Fund Raising</u></b>				
Centenary Dinner	0.00		2337.00	
Summer Workshop	846.59		0.00	
Come & Sing	590.00		0.00	
Auction of Promises	1372.8		0.00	
		2,809.39		2,337.00
<b><u>Concert Costs</u></b>				
Summer 2022	0.00		9,050.13	
Autumn 2023	6509.01		8,838.66	
Christmas 2023	1134.06		1,368.19	
Summer 2023	2534.92		50.00	
Summer 2024	20.00		0.00	

		10,197.99	19,306.98
	<b><u>Other Expenses</u></b>		
(3)	Conductor's Remuneration	7,040.00	5,400.00
	Accompanist's Remuneration	3,905.00	3,135.00
	Hire of Rehearsal Hall	2,400.00	2,220.00
(4)	Payments for Music Sale/Hire	2,491.11	988.43
	Making Music (NFMS) Membership & Insurance	449.00	299.00
	PRS Royalty payment	88.56	102.24
	Misc. Expenses	106.68	72.99
(5)	LHMF singing fees and promotion	4,125.00	2,358.50
	Website Redevelopment	0.00	3,942.00
	Website Hosting	222.00	0.00
	Laptop for Secretaries	0.00	175.00
	Secretaries' expenses	0.00	51.77
	Retirement gifts/flowers	120.00	44.99
	Dorking Twinning Membership	0.00	25.00
	Promotion - A-Board and SumUp Reader	0.00	65.14
	Refunds - overpaid subs and Romania tour	0.00	11.00
	Martineau (contra)	64.00	0.00
		21,011.35	18,891.06
	<b>TOTAL PAYMENTS</b>	<b>34,102.41</b>	<b>40,620.56</b>
	Net Receipts/(Losses) for the year	-587.86	-12,752.58
	Cash and Bank balances as at 30 April 2023	31606.36	44,358.94
	Cash and Bank balances as at 30 April 2024	31,018.50	31,606.36

#### **STATEMENT OF ASSETS AND LIABILITIES AT 30 APRIL 2024**

	<b>2024</b>	<b>2023</b>
<b><u>MONETARY ASSETS</u></b>		
<b><u>Bank Balances and Cash</u></b>		
Bank Current Account	6912.09	944.22
Bank Deposit Account	24032.37	30,636.90
Cash at hand	74.04	25.24
<b>TOTAL</b>	<b>31,018.50</b>	<b>31,606.36</b>
<b><u>Other Assets</u></b>		
(2) Stock of Music Folders (9 at Cost of £7.50)	67.50	112.5
Summer Concert prepayment	20.00	50.00
(4) Summer Concert Music Prepayment	762.00	95.75
	<b>849.50</b>	<b>258.25</b>
<b><u>LIABILITIES</u></b>		
<b><u>Current Liabilities</u></b>		
Nov Concert - Hire of St Martin's	-365.00	-365.00
Conductor Fee - James Naylor	-165.00	0.00
LHMF Accompanist Fee	0.00	-250.00
Romania '25 Prepayment	-700.00	0.00
	<b>-1,230.00</b>	<b>-615.00</b>

#### **NOTES TO THE ACCOUNTS**

- (1) These Accounts have been prepared on the receipts and payments basis and, as such, comply with section 133 of the Charities Act 2011.
- (2) Six folders sold this year (Nine in previous year)
- (3) April '23 Conductor's fee (£495) charged to May'23, therefore Fiscal '24 has 13 months' fees
- (4) Music Costs include Summer '24 - a total of £762 ('23- £95.75)
- (5) LHMF costs include Fiscal '23 Conductor and Accompanist fees (total £650)

James Glaysher, Chair  
3 July 2024  
For and on behalf of the Committee



# 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

Charity Name  
DORKING CHORAL SOCIETY

On accounts for the year  
ended

30 APRIL 2024

Charity no  
(if any)

1038608

Set out on pages

(Remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

B. Selcon

Date:

17.6.24

Name:

B SELCON

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

Address:

7 FAIRFIELD DRIVE

DORKING

SURREY