

THE CORPS OF ARMY MUSIC TRUST

REGISTERED CHARITY NUMBER 1073432

Annual Report for the year 1 April 2020 to 31 March 2021



The Charity's principal address is:

**Headquarters
Royal Corps of Army Music
Cloutman Building
Gibraltar Barracks
Minley
GU17 9LP**

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1. LIST OF TRUSTEES

The Trustees during the year to 31 March 2021 were:

Major General (Retired) PAE Nanson, CB, CBE	Colonel Commandant Corps of Army Music
Colonel VC Reid, OBE	Colonel Corps of Army Music
Lieutenant Colonel DA Barringer, MBE	Principal Director of Music (Army)
Warrant Officer Class One M Whybrow	Corps Sergeant Major
Warrant Officer Class One BET Ruffer	Corps Sergeant Major
Doctor TMM Czepiel	Trustee
Doctor M van Grondelle	Trustee
Mr N Preston	Trustee
Mr IF McQuattie	Trustee
Mr P McEvoy	Trustee
Captain (Retired) JAC Huggins	Secretary

Contact the Secretary

Telephone: 07971 928290

Email: John.Huggins101@mod.gov.uk / CAMUSCorpsSec@hotmail.com

2. GOVERNANCE

2.1 The Corps of Army Music Trust is constituted by a Deed of Trust (Dated 8 January 1999) and was entered onto the Charity Commissioners Register on 21st January 1999.

2.2 With effect 1 February 2021 Warrant Officer Class One Benjamin Ruffer was appointed Corps Sergeant Major, vice Warrant Officer Class One Martin Whybrow.

3. OBJECTS OF THE CHARITY

3.1 Object 1. to promote the efficiency of the army and in particular that of the Corps of Army Music (the Corps) in such ways as the trustees from time to time think fit.

3.2 Object 2. to foster esprit de corps and comradeship between all serving and former members of the Corps.

3.3 Object 3. to relieve either generally or individually serving and former members of the Corps and their dependants who are in conditions of need, hardship or distress (beneficiaries).

3.4 Object 4. to promote the education, training, physical fitness and efficiency of members of the Corps.

3.5 The Trust is open for membership to serving members of the Corps of Army Music who subscribe one day's pay a year to the Charity, under the payroll giving process. On joining a member becomes a 'life' member, eligible for welfare and benevolence whilst serving or in retirement. Subscriptions are only collected from serving members of the Corps, but donations are welcome from all.

4. ANNUAL REPORT

4.1 All charitable funds are broken down into four areas, Unrestricted, Designated, Restricted and Endowment. To date, the Trust has not been in receipt of Endowments. Designated Funds are those designated to British Army Jazz Orchestra and British Army Brass Bands and not available for use by Corps Trust. This also applies to the Restricted Funds, which are restricted for the use of Director of Music's Presentations, Kneller Hall Club and the Roots Memorial Prize Funds. Funds available to the Trust are the Unrestricted Funds and is therefore the focus of reporting.

The Corps Journal

4.2 The journal of The Corps of Army Music, "Fanfare" is published annually and distributed to all members of the Corps as well as being available for purchase to those who have an interest in the Corps or Military Music. The journal is an essential tool for communicating with our serving and veteran corps members. This year £348 was received in subscriptions for the journal whilst production costs amounted to £1,696. Printing numbers are much reduced as it is hoped that members will engage with the journal via online access via the Trust's new website.

Financial Report

4.3 On the Statement of Financial Activities, at 31 March 2021, the Unrestricted Funds have increased by £123,837, an increase on the previous year (£44,954). Trust income £145,306 reduced by £10,080 from £155,387 in the previous year. Trust expenditure is greatly reduced by £88,531 to £21,674, from £110,205, the previous year's expenditure. At the end of the year there was a balance in the Unrestricted Funds of £1,076,658.

4.4 As usual, the greatest source of income was through the "One Day's Pay Scheme" where serving personnel donate a day's pay each year as their subscription to the Trust. This amounted to £59,583 representing a reduction of £602 on the previous year.

4.5 Due to the impact from the Covid-19 pandemic, income and expenditure behaviour has significantly changed. There were 2 substantial donations received in the year: a £40,000 bequeathment from a local well-wisher on the occasion of her death, and £14,303 from British Army Training Unit Suffield.

4.6 The Trust encourages welfare grants, which are a significant means of encouraging fitness and sporting activities through the contributions made to individuals' cost of taking part in Adventure Training and other sporting activity. These activities develop not only part of an individual's continuous professional development, but also the esprit de corps and moral component within the Corps. There was an increase in Welfare sports expenditure of £3,884 from £2,431, which includes expenditure on 'Covid cohesion' grants in support of band units and those supporting Covid operational duties. As the Corps departs from its ancestral home, Kneller Hall in Twickenham, there was £200 spent on creating 3-dimensional images of the interior and exterior of the site, which serves to maintain the history of the Corps and Army music.

4.7 Benevolence grants during the year amounted to £5,175; £960 less than the previous year and the number of grant recipients also fell slightly to 17 (20 previously).

However, it should be noted that around half of these were floral tributes rather than more direct support for hardship. 7 were veterans and the remaining were serving members. Benevolence grants are used to support members and their immediate dependants who require assistance through illness, disability or other personal conditions. Generally, grants are only a part of the individual's needs and are made after in depth liaison with external service charities including SSAFA (the Armed Forces Charity), The Royal British Legion and the Army Benevolent Fund through their appointed caseworkers. This support enables individuals, and often their families, to manage what can be difficult times when there are either limited or no additional sources of funding. Trustees are generating more proactive ways to provide support, including reaching out to its veterans through the Army Musicians Association.

Other Funds and Assets

4.8 The value of the Fixed Assets remains the same at £16,200. There were no Museum loans, although all instrument purchase loans were paid off throughout the year with no further requests for loans in this year. On review of the accounts at the year's end the balance sheet shows £0.01 for Welfare Loans and -£0.01 for Museum Loan balances. These cancel each other out, but are incorrect credit/debit entries to the accounting software and will be adjusted in the next financial year. There are no outstanding debtors or creditors.

Reserves Policy

4.9 Corps of Army Music Trust was formed in 1999 with a grant of £30k. From there the funds have continued to grow through donations from the One Day's Pay Scheme and income from investments through the Armed Forces Common Investment Fund (AFCIF) which is currently managed by BlackRock Investment Management (UK). In 2018 further investments were made with St James's Place Wealth Management. The Funds continue to grow in line within expectations and are reviewed by the Investment Committee on an annual basis. Trustees are satisfied that the Trust funds remain sufficient to continue to support the objectives appropriately, sustaining the efficiency of the Corps and those in need. In December 2020 the Corps was bestowed with the Royal epithet and is now formally titled, The Royal Corps of Army Music. Funds have been identified to support changes of cap badge and other accoutrement design and other costs not covered by the Ministry of Defence. This expenditure has not yet been made, but will be carried forward into the next financial year.

4.10 The Trust depends on income from the Day's Pay Scheme (which changed to a Payroll Giving Scheme on the introduction of the Ministry of Defence's Joint Personnel Administration (JPA)). This voluntary scheme has strong support within the Corps of Army Music, with 84% of eligible Regular personnel currently subscribing.

4.11 A Reserve Policy is in place which identifies a number of factors including free and restricted reserves and their future use. Trustees will review the reserves policy annually or as and when it is felt necessary to do so.

4.12 The enterprise trust project has progressed, but remains in the planning stages. Trustees are keen to develop an income generation programme through the vehicle of an

enterprise trust and in the last financial year identified between £75k and £250k of reserves for the 3-5 year project. However, most of the free reserves are for risk mitigation, preserving the Trust's ability to deliver its objects. These include the preservation of the annual working capital for a minimum of 5 years, preparation for catastrophic and Coronavirus care and potential future support to the administration of the Trust, seeking to enhance its ability to deliver the objects. Additionally, as the youngest Corps in the British Army, we expect an increased commitment to benevolent support as the membership and their dependants both grow in number and age.

Investments and Cash

4.13 A total of £784,197 (investment value) was held as investments at the end of the year. These were held in the Armed Forces Common Investment (Distribution) £534,197 (68.1%), (Accumulation) £100,000 (12.8%) and £150,000 (19.1%) invested with St James's Place. Investments are reviewed periodically by the Investment Committee.

4.14 All funds are managed through three bank Accounts. The primary Current Account administers the Unrestricted Funds and some legacy Restricted Funds that are subsequently transferred. The second, Special Interest Bearing Account holds only Unrestricted Funds. The third 'Restricted' account administers all Designated and Restricted Funds. There was £230,561 held in the primary Current Account, £45,781 in the Special Interest Bearing Account and £20,653 held in the Restricted Current Account at the end of the year and £112 in Petty Cash.

Bankers

4.15 Royal Bank of Scotland (Holt's Military Banking).

Disbursement Policy

4.16 The Trustees will continue to welcome applications from serving and former members of the Corps of Army Music for disbursements which fall within the Objects of the Trust.

Signed on Behalf of all the Trustees.



PAE Nanson CB CBE
Major General (Retired)
Colonel Commandant
Royal Corps of Army Music
Headquarters
Cloutman Building
Gibraltar Barracks
Minley
GU17 9LP



THE CORPS OF ARMY MUSIC TRUST

(CHARITY NUMBER 1073432)

End of Year Financial Statements

Year ending 31st March 2021

5. Statement of Financial Activities
CORPS OF ARMY MUSIC TRUST – 1073432
For the period from 01 April 2020 to 31 March 2021

	Unrestricted funds	Designated funds	Restrict ed funds	As at 31 Mar 21	As at 31 Mar 20
<i>Income and endowments from:</i>					
Donations and legacies	114,355.80	—	1,658.50	116,014.30	65,285.03
Income from charitable activities	4833.95	—	1,482.84	6,316.79	71,550.82
Investments	26,316.58	—	—	26,316.58	25,898.50
Total income	145,506.33	—	3,141.34	148,647.67	162,734.35
<i>Expenditure on:</i>					
Raising funds	—	—	—	—	—
Expenditure on charitable activities	11,212.26	600.00	824.85	12,637.11	117,318.72
Other expenditure	10,461.85	—	—	10,461.85	14,736.07
Total expenditure	21,674.11	600.00	824.85	23,098.96	132,054.79
Net income / (expenditure) resources before transfer	123,832.22	(600.00)	2,316.49	125,548.71	30,679.56
<i>Transfers</i>					
Gross transfers between funds - in	40.00	—	35.00	75.00	—
Gross transfers between funds - out	(35.00)	—	(40.00)	(75.00)	—
<i>Other recognised gains / losses</i>					
Net movement in funds	123,837.22	(600.00)	2,311.49	125,548.71	30,679.56
<i>Reconciliation of funds</i>					
Total funds brought forward	952,820.35	8,108.28	11,027.37	971,956.00	941,276.44
Total funds carried forward	1,076,657.57	7,508.28	13,338.86	1,097,504.71	971,956.00
<i>Represented by</i>					
Unrestricted					
General fund	1,076,657.57	—	—	1,076,657.57	952,820.35
Designated					
British Army Jazz Orchestra-Des	—	6,443.37	—	6,443.37	7,043.37
British Army Brass Band Fund-Des	—	1,064.91	—	1,064.91	1,064.91
Restricted					
DOM Presentation Fund	—	—	4,848.93	4,848.93	4,217.97
Kneller Hall Club	—	—	8,525.74	8,525.74	6,845.21
Roots Prize Day	—	—	(35.81)	(35.81)	(35.81)

6. Balance Sheet Detailed

CORPS OF ARMY MUSIC TRUST – 1073432

For the period from 01 April 2020 to 31 March 2021

		As at 31 Mar 21	As at 31 Mar 20
Fixed assets			
	0501: Kneller Hall Silver Centre Piece	10,000.00	10,000.00
	0502: Heritage Fixture & Fittings	3,000.00	3,000.00
	0503: Alix Baker Painting	3,200.00	3,200.00
	Total Fixed Assets	16,200.00	16,200.00
Cash & Other Assets			
Cash			
	0001: RBS Current Account	230,560.51	105,399.32
	0002: RBS Bank Special Interest Bearing Account	45,781.42	45,762.79
	0003: RBS Current Account 2 (REST)	20,653.27	19,025.65
	0004: Petty Cash	112.12	120.60
	Total Cash	297,107.32	170,308.36
Loans			
	0005: Welfare Loans	0.01	1,250.25
	0006: Museum Loans	(0.01)	—
	Total Loans	—	1,250.25
	Total Cash & Other Assets	313,307.32	171,558.61
Investments			
	0007: AF Common Investment Fund (Payment)	534,197.39	534,197.39
	0008: AF Common Investment Fund (Accumulation)	100,000.00	100,000.00
	0009: St James's Place Investment	150,000.00	150,000.00
	Total Investments	784,197.39	784,197.39
	Total Current assets	1,097,504.71	955,756.00
	Net Asset surplus (deficit)	1,113,704.71	971,956.00
Reserves			
	Excess of Income over Expenditure	125,548.71	30,679.56
	Z01: Starting balances	971,956.00	941,276.44
	Total Reserves	1,097,504.71	971,956.00

Represented by Funds		
Unrestricted	1,076,657.57	952,820.35
Designated	7,508.28	8,108.28
Restricted	13,338.86	11,0270.37
Endowment	—	—
Total	1,097,504.71	971,956.00

7. Analysis Of Income And Expenditure
CORPS OF ARMY MUSIC TRUST - 1073432
Selected period: 01 April 2020 to 31 March 2021

	Unrestricted	Designated	Restricted	Endowment	Total	
					As at 31 Mar 21	As at 31 Mar 20
Income and endowments						
<i>Donations and legacies</i>						
0101 - Subscriptions (Day's Pay)	59,582.75	—	—	—	59,582.75	60,184.28
0104 - Donations Concerts	14,303.25	—	—	—	14,303.25	1,720.13
0106 - Donations Personal	40,469.80	—	—	—	40,469.80	437.80
0107 - Donations Corporate	—	—	—	—	—	80.00
0108 - Donations Collections	—	—	—	—	—	1,019.82
0131 - Kneller Hall Club Subscriptions	—	—	1,658.50	—	1,658.50	1,843.00
<i>Donations and legacies Totals</i>	114,355.80	—	1,658.50	—	116,014.30	65,285.03
<i>Income from charitable activities</i>						
0129 - Refund Welfare Grants	—	—	—	—	—	200.00
0133 - Kneller Hall Club Reunion	—	—	—	—	—	3,549.00
0134 - Kneller Hall Club Sales	—	—	85.00	—	85.00	1,187.50
0144 - Presentation - DOM's Subscription Fund	—	—	1,397.84	—	1,397.84	768.08
0151 - Corps Journal – Fanfare	348.00	—	—	—	348.00	771.50
0155 - Corps Journal Advertising	—	—	—	—	—	30.00
0157 - Commemorative Book – Music Makers	—	—	—	—	—	109.00
0161 - Benevolent Grants	200.00	—	—	—	200.00	—
0162 - Welfare Grants Adventurous Training	3,203.50	—	—	—	3,203.50	60,214.61
0182 - Merchandise Sales	1,082.45	—	—	—	1,082.45	4,686.13
<i>Income from charitable activities Totals</i>	4,833.95	—	1,482.84	—	6,316.79	71,550.82
<i>Investments</i>						
0122 - Interest RBS SIBA	18.62	—	—	—	18.62	106.28
0124 - AFCIF BlackRock Dividends	26,297.96	—	—	—	26,297.96	25,792.22
<i>Investments Totals</i>	26,316.58	—	—	—	26,316.58	25,898.50
Income and Endowments Grand Totals	145,506.33	—	3,141.34	—	148,647.67	162,734.35

	Unrestricted	Designated	Restricted	Endowment	Total	
					As at 31 Mar 21	As at 31 Mar 20
Expenditure						
<i>Raising funds</i>						
0305 - Donations and Collections	—	—	—	—	—	228.73
0313 - CAMUS 25 - Expenditure	—	—	—	—	—	15,666.96
0511 - RCAM Prizes	350.00	—	—	—	350.00	272.40
0532 - Kneller Hall Club Purchases	—	—	22.97	—	22.97	240.00
0536 - Kneller Hall Club - Postage	—	—	—	—	—	426.35

					Total	
	Unrestricted	Designated	Restricted	Endowment	As at 31 Mar 21	As at 31 Mar 20
0539 - Kneller Hall Clubnight	—	—	—	—	—	3,225.81
0542 - Brit Army Jazz Orchestra (BAJO)	—	600.00	—	—	600.00	1,000.00
0543 - Brit Army Brass Band (BABB)	—	—	—	—	—	4,100.00
0544 - Presentation - DOMs' Presentation	—	—	801.88	—	801.88	12,357.60
0561 - Corps Journal Printing	1,695.97	—	—	—	1,695.97	4,732.60
0562 - RCAM Trustees Meeting	—	—	—	—	—	157.72
0564 - RCAM Trustee Expenses	—	—	—	—	—	403.25
0567 – Ethos	—	—	—	—	—	550.00
0601 - Presentations	86.60	—	—	—	86.60	54.37
0664 - Welfare Sports Grants	3,884.12	—	—	—	3,884.12	2,430.50
0665 - Benevolent Grants	5,174.59	—	—	—	5,174.59	6,091.58
0666 - Welfare Grants Adventurous Training	—	—	—	—	—	65,338.07
0671 - Wreaths and Flowers	—	—	—	—	—	42.78
0716 - Cash Transfer	—	—	—	—	—	34.50
Expenditure on charitable activities Totals	11,191.28	600.00	824.85	—	12,616.13	117,353.22

					Total	
	Unrestricted	Designated	Restricted	Endowment	As at 31 Mar 21	As at 31 Mar 20
Other expenditure						
0304 - Donations to Other Charities	14.00	—	—	—	14.00	332.95
0324 – Merchandise Expenditure	5,061.41	—	—	—	5,061.41	8,957.49
0335 - Postage & Packaging	204.97	—	—	—	204.97	304.04
0515 - Officers' Sergeants' / HQ Messes	147.00	—	—	—	147.00	570.00
0517 – Stationery	—	—	—	—	—	5.49
0581 - Battlefield Tours	—	—	—	—	—	1,271.04
0586 - Computer & IT	3,997.99	—	—	—	3,997.99	2,187.52
0667 - Welfare Music Grants	20.98	—	—	—	20.98	500.00
0723 - Insurance Premiums	990.08	—	—	—	990.08	565.04
0724 - Bank Charges	46.40	—	—	—	46.40	42.50
Other expenditure Totals	10,482.83	—	—	—	10,482.83	14,736.07
Expenditure Grand totals	21,674.11	600.00	824.85	—	23,098.96	132,089.29

THE CORPS OF ARMY MUSIC TRUST
(Charity Number 1073432)

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of the Trust for the year ended 31 March 2021, which are set out on pages 8, (SOFA), 9 (Balance Sheet) and 10 to 11 (Income and Expenditure Analysis) within the Annual Report.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

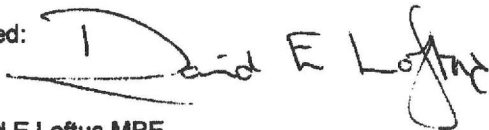
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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 connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



David E Loftus MBE

Relevant professional qualification or body: Member of the Association of Charity Independent Examiners; Member of the Chartered Institute of Fundraising; past Vice Chairman – London Diocesan Fund; Treasurer Mother's Union (London Diocese); Treasurer Disabled Motoring UK – Thames Valley Group; Treasurer Armed Forces Region HCPT and Group 507; Trustee Queen's Own Highlanders Regimental Trust and Member of the Investment Sub Committee.

Address: 11 KEW GARDENS FARINGTON LEYLAND LANCASHIRE PR25 4QN

Date: 17 JANUARY 2022