

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

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## Section A Reference and administration details

Charity name	City of Cardiff (Melingriffith) Brass Band																	
Other names the charity is known by																		
Registered charity number (if any)	<table border="1"><tr><td>1</td><td>0</td><td>8</td><td>3</td><td>5</td><td>8</td><td>3</td></tr></table>	1	0	8	3	5	8	3										
1	0	8	3	5	8	3												
HQ registration number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																	
Charity's principal address	<table border="1"> <tr><td colspan="3">6 West Rise</td></tr> <tr><td colspan="3">Llanishen</td></tr> <tr><td colspan="3">Cardiff</td></tr> <tr> <td>Postcode</td> <td>C</td> <td>F</td> <td>1</td> <td>4</td> <td>0</td> <td>R</td> <td>E</td> </tr> </table>	6 West Rise			Llanishen			Cardiff			Postcode	C	F	1	4	0	R	E
6 West Rise																		
Llanishen																		
Cardiff																		
Postcode	C	F	1	4	0	R	E											

Names of the charity trustees who manage the charity

*(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)*

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Kieran Richards	Chair	
2	Julian Short	Vice Chair	
3	Giles Ballisat	Treasurer	
4	Anna Crosby	General Secretary	01/01/2025 - 17/02/2025
5	Gabriella Boyle	General Secretary	17/02/2025 to date
6	Valerie Short	Safeguarding Officer	17/02/2025 to date
7	Alex James	M1 Band Manager	17/02/2025 to date
8	Jason Cale	M2 Band Manager	
9	Rhiannon Jones	M4 Band Manager	17/02/20525 to date
10	Emma Smith	MCB Band Manager	
11	Steffan Dawe	Media Officer (Disc.)	01/01/2025 - 17/02/2025
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

*(These will be published in the annual report of the charity)*

Type of advisor	Name	Address
Independet Examiner	Robert Hugh	15 Dan y Bryn Avenue, CF15 8DD

Section B	Structure, governance and management
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Description of the charity's trusts

Type of governing document  
(e.g. trust deed, constitution)

Constitution

How the charity is constituted  
(e.g. trust, association, company)

Society (unincorporated association)

Trustee selection methods  
(e.g. appointed by, elected by)

Elected by members at the Annual General Meeting in February

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional Policies and procedures adopted for:  
a) the induction and training of trustees;

All trustees are volunteers and are members of the Executive Committee.

The Executive Committee meets regularly to discuss organisational issues and to agree strategy, activities and expenditure. All meetings have an agenda and minutes.

The organisation has a child protection/safeguarding policy and operates DBS checks for conductors and band managers.

The society holds an Annual General Meeting each February, at which members elect trustees and vote on other matters proposed by the Executive Committee or the membership.

Section C	Objectives and activities
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Summary of the objects of the charity set out in its governing document

The overall objective of the organisation shall be to promote, improve and develop public education and appreciation of the art and science of music, in particular, brass band playing, by performances at both public and private engagements; and for such other purposes as shall be exclusively charitable, as the trustees may from time to time decide.

Summary of the main activities in relation to these objects

Brass Band society which provides brass and percussion instrument tuition and performance opportunities to members of all ages (8 to 80+ years) and abilities. Members are provided with an opportunity to participate in musical activities including concerts, contests and community events.

The society comprises of two senior bands (M1 and M2), a youth band (M3), a beginners band (M4) and a Community Band. All bands rehearse weekly and are led by experienced conductors. Instruments are provided on loan free-of-charge to members who do not have their own instrument. The organisation also offers a smaller ensemble of players for performances requiring such a group.

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

The City of Cardiff (Melingriffith) Brass Band is run by volunteers.

Public benefit statement

The city of Cardiff (Melingriffith) Brass Band meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

All bands took part in several successful concerts and other public performances including contests for M1 & M2. As a whole organisation, the highlight of the year as usual was the very well attended Annual Gala Concert at Cardiff University Hall in June, where all 5 bands gave excellent performances to a packed hall. The band's Christmas fund raising activities were very successful this year, with many performances and carol playing sessions by members in the Cardiff area.

## Section E

## Financial Review

Brief statement of the charity's policy on reserves

### Reserves Policy

The band's funds and reserves are all unrestricted. The constitution states that the charity must maintain a minimum reserve of £6000 in a deposit account to ensure unexpected costs can be met. Use of reserves in the deposit account for operational or capital expenditure must be approved by a two-thirds majority of the trustees.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

N/A

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds
- how expenditure has supported the key
- investment policy and objectives;

The organisation continues to rely on the hard work and commitment of its members in generating sufficient funds to cover on-going expenditure commitments. Income is generated from concerts and competitions, other performances, direct contributions and fundraising activities.

Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)

Development of our youth provision over the next 2 years.

Section G	Declaration
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The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Mr Kieran Richards	Mr Giles Ballisat
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Position (eg Secretary, Chair)

Chair	Treasurer
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Date

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# City of Cardiff (Melingriffith) Brass Band

## Receipts & Payments Accounts

### 2025

	Year Start Date		Year End Date
For the period from	01/01/2025	To	31/12/2025

## Receipts & Payments

	Unrestricted funds 2025 to the nearest £	Unrestricted funds 2024 to the nearest £
<b>Receipts</b>		
<b>Donations, Legacies &amp; Similar Income</b>		
Membership Fees	10,556	11,953
Donations	5,592	360
Legacies	-	-
Gift Aid	6,695	-
Other Similar Income	-	-
Sub total	22,843	12,313
<b>Grants</b>		
All	-	-
Sub total	-	-
<b>Fundraising</b>		
All	1,571	1,391
Sub total	1,571	1,391
<b>Specified Income</b>		
Carolling	4,719	5,335
Concerts & Performances	6,713	7,420
Contests	75	-
Hire of bandroom	-	40
Lessons	927	260
Uniform/Merchandise	64	95
Sub total	12,497	13,150
<b>Investment Income</b>		
Bank Interest	51	72
Other Investment Income	-	-
Sub total	51	72
<b>Other Income</b>		
Accommodation & Travel	2,950	2,450
Other	732	441
Sub total	3,682	2,891
<b>Total Gross Income</b>	<b>40,645</b>	<b>29,817</b>
<b>Asset and Investment Sales, etc.</b>	<b>-</b>	<b>-</b>
<b>Total Receipts</b>	<b>40,645</b>	<b>29,817</b>



# City of Cardiff (Melingriffith) Brass Band

## Receipts & Payments Accounts

### 2025

Year Start Date

Year End Date

For the period from	01/01/2025	To	31/12/2025
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## Receipts & Payments



	Unrestricted to the nearest £	Unrestricted to the nearest £
<b>Payments</b>		
<b>Group</b>		
Accommodation & Travel	3,905	3,810
Band Room Rent	2,700	2,700
Concerts & Performances	1,502	549
Conductor Fees	10,050	12,261
Contests	1,941	1,887
Dep Costs	766	441
Hall Hire	891	1,253
Equipment/Instrument Purchases & Repairs	4,797	157
Insurance	1,030	716
Lessons	707	189
Maintenance	592	639
Other	2,307	1,729
Registry Fees	586	460
Sheet Music	575	422
Sundries	302	415
Training	-	-
Uniform/Merchandise	134	20
Utilities	-	-
Website	231	165
<b>Sub total</b>	<b>33,015</b>	<b>27,813</b>
<b>Total Gross Expenditure</b>	<b>33,015</b>	<b>27,813</b>
<b>Asset &amp; Investment Purchases, etc.</b>	<b>-</b>	<b>-</b>
<b>Total Payments</b>	<b>33,015</b>	<b>27,813</b>
<b>Net of receipts/(payments)</b>	<b>7,630</b>	<b>2,005</b>
<b>Cash funds last year end</b>	<b>12,512</b>	<b>10,507</b>
<b>Cash funds this year end</b>	<b>20,142</b>	<b>12,512</b>



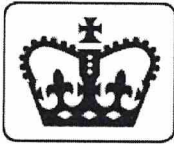
# Statement of Assets & Liabilities at the End of the Period

	Unrestricted to the nearest £	Unrestricted to the nearest £
<b>Cash funds</b>		
Main Account	5,514	6,435
Reserve Account	14,628	6,077
<b>Total Cash Funds</b>	<b>20,142</b>	<b>12,512</b>
(agree balances with receipts and payments account)	ok	ok
<b>Other monetary assets</b>		
Tax Claim	-	-
Insurance Claim	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment Assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>		
Instruments	262,203	205,712
Music Library	7,500	7,500
Other	10,300	8,500
<b>Sub total</b>	<b>280,003</b>	<b>221,712</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other Liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Contingent Liabilities &amp; Future Obligations</b>	N/A	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on  
 09 February 2026 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name	Position
	Kieran Richards	Chair
	Giles Ballisat	Treasurer





# 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

City of Cardiff (Melingriffith) Brass Band

On accounts for the year  
ended

31<sup>st</sup> December 2025

Charity no  
(if any)

1083583

Set out on pages

5-7

(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 31/12/2025.

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:

Robert Hugh

Date:

26/03/26

Name:

ROBERT HUGH

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

ICAEW

Address:

15, DAN Y BRYN AVENUE  
RADYR  
CARDIFF



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.