



Cotswold Male Voice Choir AGM 2023

AGM Wednesday 22nd March 2023

Treasurer's Report

As a preface to my report, may I remind members that, as a registered charity, we have "Declared Objects". Ours are:

TO PRACTICE, PROMOTE AND STUDY MUSIC IN ORDER TO FOSTER PUBLIC KNOWLEDGE AND APPRECIATION OF MUSIC BY MEANS OF PUBLIC PERFORMANCE

We are governed by our Constitution; we must maintain clear and accurate financial records and we must report annually to the Charities Commission. We do not have to prepare Full Accounts and have them audited but we do need to prepare a Receipts and Expenditure Account which must be reviewed by an Independent Examiner. Because our gross income in 2022 was over £25,000 the Secretary must file the Accounts and an Annual report with the Charities Commission.

Accounts for 2022: Overview

The choir is required to produce an Income and Expenditure Statement showing a summary of all the money that is paid into or out of our bank accounts during the financial year. Each entry is the total for a category of income or expenditure. The net overall total of Income less Expenditure can be a positive or negative figure. As a charity we either have an "Excess of Income over Expenditure" or a "Deficit of Income over Expenditure". This is simply the flow of money into or out from the choir. Typically, all that is required is to show the figures for the year being reported and the previous year. In this report I have listed figures back to 2019, the last year before the choir's operations were impacted by covid. That will enable members to make a more realistic comparison with 2022.

For 2022 the choir's Annual Accounts show an excess of £194.14

That compares to an excess of £2,237.77 in 2021, £3,932.48 in 2020; £2,039.96 in 2019; and a deficit of - £1,560.64 in 2018.

At first glance the £194.14 implies that the choir's financial operations were nicely balanced in 2022. But simple Income and Expenditure Accounting rarely gives an accurate insight to our finances. In 2022 there were some significant differences over the previous two years.

Where did our income come from?

Firstly, in 2022 the choir's membership climbed back to 50 – as it was in 2019 - after declining during the covid years of 2020 and 2021. That generated more income via subscriptions; membership fees were back to 2019 levels. The weekly raffle held on rehearsal evenings is also important. It is really an attendance donation and by increasing it to £2.00 per ticket it generated a net income of £2,729 – enough to offset the hire charges for Helen Porter Hall for the first time.

In 2022 we were back to a full year of rehearsals and enjoyed a busy schedule of events, similar to those of 2019. Indeed, we participated in 24 events of all types (see the list at the end of the report). In 2021, until July we were restricted to Zoom rehearsals and we were only involved in 11 events.

However, our net income from concerts and public performances for the two years was broadly similar at £1,934. From that net income in 2022 we donated £1,000 to the Ukrainian Relief Fund (all the income from the Gupshill Manor concert) and the £200 bucket collection from St. Matthew's which was dedicated to the Cheltenham Food Bank. They are eminently worthwhile causes to support. The choir also participated in several other events for no fee or at cost, as we are able to do. We are ourselves a charity and our monetary aims are simply to remain financially sound with sufficient reserves to cover our operational costs and any likely eventuality. But, in summary, our net concert income after donations from concerts was around £700 whereas in 2019 it was £3,500.

The choir's bank balances benefitted from some special donations. Firstly, from £1,000 donated by the late Roger Western upon his retirement from the choir and from £2,100 in donations towards a new uniform for the choir. Those latter funds have been separately earmarked and placed in a new bank account opened for that specific purpose. It is a project to be implemented in 2023 ahead of our 75th anniversary year in 2024.

If those donations of £3,100 are taken out of the balance of income and expenditure, then our operations were nearly £3,000 in deficit for the year.

Where have we spent the income?

As a choir we aim to be as welcoming as we can be. From a financial perspective, we have always tried to maintain membership fees as low as possible. As a charity, we are committed to promoting music through public performance. That requires a major commitment of time and effort by members who participate in all the events and generously give up their time to do so. In return we look for a balance of commercial and income generating performances that subsidise our choir's operations. In 2022 several of the concerts we organised were poorly attended in comparison to previous years and this is reflected in reduced concert income.

Membership fees and raffle income are simply not sufficient to cover our weekly rehearsal costs and overheads. We rely on concert revenue to supplement that income and to allow us to undertake other activities.

For example, in April the choir went on a mini-tour to Liverpool. It was a highly enjoyable fellowship building, post-covid event that brought the sound of the "Cotswolds" to the Liverpool's Nordic Chapel, the iconic Mersey Ferry and everyone in our hotel. Coach travel was paid for from central funds making the tour more affordable for everyone.

Towards the end of the year we also invested in 100 new choir ties, costing £617, as a first step towards modernising the look and appeal of the choir.

In summary, 2022 was another busy and successful year for the choir and I hope you enjoyed it as much as I did.

Below are some key financial items from 2022 and previous years:

Cotswold MVC 2022 Financial Accounts (extracts)

Income	2022 £	2021 £	2020 £	2019 £
Membership Fees	3,992.50	3,380.00	3,165.00	4,138.00
Concert Income	4,844.11	3,643.00	£0.00	8,694.78
Raffle Income	3,359.47	1,171.07	341.91	1,949.82
Social Event Income	2,213.00	879.00	0.00	2,745.00
Tour Income	8,460.00	0.00	2,190.00	100.00
Donations	3,529.41	230.00	0.00	658.71
<i>Other Items</i>	602.29	342.20	86.32	1,32.55
HMRC Gift Aid	841.63	792.68	3,291.68	0.00
Total Income	27,842.41	10,437.95	9,074.91	19,609.86
Expenditure	2022 £	2021 £	2020 £	2019 £
Music Team	7,337.00	4,935.00	3,215.00	6,212.50
Sheet Music	555.57	0.00	464.37	565.03
Rent	1,923.28	945.26	0.00	2,397.48
Concert Expenses	850.07	837.52	230.00	1,854.49
Raffle Expenses	630.40	435.96	49.88	257.09
Social Event Expenses	1,994.60	197.38	0.00	2,912.50
Tour Expenditure	10,454.00	0.00	707.00	0.00
Donations	1,286.30	131.90	0.00	873.45
<i>Other Items</i>	2,617.05	717.16	476.18	2,497.36
Total Choir Expenditure	27,648.27	8,200.18	5,142.43	17,569.90
Excess of Income / Expenses	194.14	2,237.77	3,932.48	2,039.96

NOTES

- **Membership Fees**
 - 50 members paid fees in 2022, compared with 42 members in 2021, 38 in 2020 and 51 in 2019.
- **HMRC Gift Aid**
 - Gift Aid is a very welcome addition to our income and is directly related to our membership numbers and fees. We may claim 25% of subscriptions and donations.
- **Music Team**
 - Our Music Team fees are £60 per session for Charmaine as MD and £45 for Frances as accompanist. Members should be aware that both put considerable time into preparing for our rehearsals and concerts.
- **Sheet Music.**
 - This is an important and cumulative investment. In 2022 it represented 14% of the choir's membership income. All sheet music remains the property of the choir.
- **Other Expenses**
 - The main items of additional expense were the purchase of uniform items including casual wear and new ties totalling £1,358.88 and defibrillator training costing £570.00.

If you have any detailed queries about our Accounts, please send me an email or give me a call.

CONCLUSION

- The choir is in a healthy financial position because of our prudence in the past and the continued support of all members.

Once again it has been a privilege to serve the choir in the role of Treasurer for another year.

John McDonnell

Treasurer, The Cotswold Male Voice Choir

www.cotswoldmvc.org

www.facebook.com/groups/cotswoldmvc



Cotswold MVC Events 2020

All events	0
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Cotswold MVC Events 2021

All events	11
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Cotswold MVC Events 2022

All events	24	TYPE	Event Date
Choir Annual Dinner		Social	29/01/22
Concert at Highnam Church		Public Concert	26/02/22
Rourke's Drift Memorial Dinner		Private	01/03/22
Concert at Gupshill Manor with Roses Choir		CMVC Concert	02/04/22
Tour to Liverpool Friday 29/04 - Sunday 01/05/22		Tour	29/04/22
Joint Concert with Liverpool MVC in Nordic Church		Public Concert	30/04/22
Funeral Service for Jean Thomas at Tewkesbury Abbey		Funeral	06/05/22
Jubilee Concert at Thornbury Sailing Club		Public Concert	02/06/22
Gloucester Shanty festival		Public Concert	04/06/22
Chipping Norton Farm / Ledbury Productions		Private	08/07/22
Choir Summer Social & Skittles		Social	23/07/22
Tewkesbury Live, Watson Hall Concert		Public Concert	24/07/22
Roses Theatre Choir & Tewkesbury Pub Singers		Public Concert	27/07/22
Wedding of Helen Butler & Ian at Kemerton Bredon Village Hall		Wedding	20/08/22
Wedding of Fiona Campbell at Ellenborough Hotel		CMVC Concert	24/09/22
Autumn Concert at St. Matthew's Cheltenham		Wedding	08/10/22
An Evening Of Remembrance at St. Mary's Berkeley		CMVC Concert	15/10/22
The "Coolest Night Coolest Night Concert" at St. Paul's		Public Concert	12/11/22
Jo & Luke's Wedding at Manor By The Lake		CMVC Concert	25/11/22
Concert at Emmanuel Church with NNPS Choir		Wedding	27/11/22
Candles At Christmas in Tewkesbury Abbey		CMVC Concert	10/12/22
Dunkertons Cidery		Public Concert	14/12/22
Somerset Arms, Leckhampton		Carol Singing	15/12/22
		Carol Singing	17/12/22

CMVC Concert = organised and promoted by CMVC

Public Concert = organised and promoted by 3rd party

Cotswold Male Voice Choir

Receipts & Payments Account - Year Ended 31st December 2022

FINAL ACCOUNTS

Prepared by :

John McDonnell
Treasurer
15th March 2023

Cotswold Male Voice Choir**Receipts & Payments Account - Year Ended 31st December 2022****INCOME**

	2022	2021	2020	2019
	£	£	£	£
Subscriptions	3992.50	3380.00	3165.00	4138.00
Concerts & Public Events	4844.11	2893.50	0.00	7544.78
Weddings & Family Events		750.00	0.00	750.00
Advertising & Sponsorship	0.00	0.00	0.00	0.00
Social Events	2213.00	879.90	0.00	2745.00
Donations	3529.41	230.00	0.00	658.71
Raffles	3359.47	1171.07	341.91	1949.82
Uniform	492.50	184.00	83.00	1433.80
Bank Interest Received	6.79	0.99	3.17	5.30
CD Sales & Other Income	100.00	10.00	0.00	98.90
Sundry	3.00	145.81	0.15	0.15
Tour Income	8460.00	0.00	2190.00	270.00
Other Income /Gift Aid	841.63	792.68	3291.68	15.40
Total Income	27842.41	10437.95	9074.91	19609.86

Explanatory Notes On Income

Subscriptions	50 members in 2022 up from 42 in 2021 & 38 in 2020. 51 in 2019
Total from Concerts & Events	£4844 in 2022, £3643 in 2021 & £7544 in 2019. Due to reduced income & events at no fee
Donations	£3100 donated by members to choir funds and offset by £1,286 given to charitable causes.
Gift Aid	Derives from 2021 subscriptions
Raffles	Raffle tickets (attendance donation) up to £2.00 from 01/22. Net income after costs £2729

Receipts & Payments Account - Year Ended 31st December 2022**PAYMENTS**

	2022	2021	2020	2019
	£	£	£	£
Rent (PMH)	1923.28	945.26	0.00	2397.48
Music Director	4140.00	3360.00	2300.00	3550.00
Accompanist	3197.00	1575.00	915.00	2662.50
Concert Expenses	850.07	837.52	230.00	1854.49
Donations	1286.30	131.90	0.00	873.45
Social Events	1994.60	197.38	0.00	2912.50
Sheet Music	555.57	0.00	464.37	565.03
Raffle Expenses	630.40	435.96	49.88	257.09
Website & Email	240.00	240.00	240.00	240.00
Stationery	0.00	0.00	0.00	0.00
PRS		0.00	0.00	0.00
Uniform	1358.88	55.00	0.00	1665.10
Sundry Expenses	875.57	13.99	0.00	0.00
NAC & Insurance	142.60	71.84	71.84	196.68
Tour Costs	10454.00	0.00	707.00	0.00
Other		336.33	164.34	395.58
Total Payments	27648.27	8200.18	5142.43	17569.90

Explanatory Notes On Expenditure

Donations includes £1000 to Ukraine Relief Fund from Gupshill Manor concert
Uniform includes new choir ties at £616.80 for 100 ties
Tour costs include coach travel and Music Team costs from central funds. Other costs offset by choir payments

Choir Income v Expenditure**Income v Expenditure**

	2022	2021	2020	2019
	£	£	£	£
<i>(Deficit)/ Excess</i>	194.14	2237.77	3932.48	2039.96

Bank Balancing Statements

		2022		2021		2020		2019
Bank balances as per statement	31/12/2021	15660.12	31/12/2020	13429.90	31/12/2019	9497.48	31/12/2018	7310.47
Bank balances as per statement	31/12/2022	15873.35	31/12/2021	15660.12	31/12/2020	13429.90	31/12/2019	9497.48
Bank balance change		213.23		2230.22		3932.42		2187.01
Petty Cash balance B/fwd	31/12/2021	50.57	31/12/2020	43.02	31/12/2019	42.96	31/12/2018	190.16
Petty Cash balance C/fwd 2018	31/12/2022	31.48	31/12/2021	50.57	31/12/2020	43.02	31/12/2019	43.11
Net Petty Cash balance change		-19.09		7.55		0.06		-147.05
Total Bank + Petty Cash Change		194.14		2237.77		3932.48		2039.96
Total Bank & Petty Cash balances		15904.83		15710.69		13472.92		9540.59

Subscriptions	Members	2022	Members	2021	Members	2020	2019	2018
	50	3992.50	38	3380.00	43	3165.00	4138.00	3180.00

50 members paid in 2022, 42 in 2021, 38 in 2020 for all or part of the year and 51 in 2019, 43 in 2018, 41 in 2017 , 43 in 2016 and 37 in 2015.

CMVC - Donations	2022	£	2021	£	2020	£	2019	£
Charitable donations		1286.30		131.90		0.00		873.45

Public Performances	£	£	£	£	£	£	£	£
Concert & Performance Income	4844.11		3643.50		0.00		8,294.78	
Concert Costs (venue hire & media)		850.07		837.52		0.00		1,892.24
Music Team Fees		2060.00		1005.00		0.00		2,062.50
Net Performance Income	1934.04		1800.98		0.00		4340.04	

Cotswold MVC Events 2020

All events 0

Cotswold MVC Events 2021

All events 11

Cotswold MVC Events 2022

All events 24

Cotswold MVC Events 2022		
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<i>Public Concert = organised and promoted by 3rd party</i>		



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
COTSWOLD MALE VOICE CHOIR

**On accounts for the year
ended**

31 DECEMBER 2022

**Charity no
(if any)**

1086232

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**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 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.

Signed:

Date:

9 March 2023

Name:

Geoffrey Comer

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

Fellow of the Institute of Chartered Accountants in England and Wales

Address:

10 Riverside

Winchcombe

Cheltenham GL54 5JP