

Lucis Choir
Charity no 1092531



Patron: Will Todd
Musical Director: Francis Faux
www.lucischoir.com

Address
c/o 259 Bloomfield Rd, Bath, BA2 2BA

Annual Report for the Choir's Financial Year
September 2019 to August 2020

List of Trustees

Chair	Liz Turner
Vice-Chairs	Claire Urmston (also Events Coordinator & Publicity Officer.)
	Kate Stacey (also Events Support)
Administrative Secretary	Simon Tatton-Brown
Treasurer	Paul Slade
Librarian	Diane Evans
Membership Secretary	Sheila Knowlton
	Anna Glover (Asst Membership Secretary)
	Nina Dobson (Communications & Sponsorship)
	Ann Butterfield (Patrons and Friends)

The Charity is governed by a Constitution adopted on 13 November 2001, as amended on 5 February 2001, as amended on 27 January 2015, and again on 12 November 2019.

Policy on Reserves: It is the choir's policy to establish a reserve fund of £40,000. However it is also recognised that this may take a number of years to achieve.

Public Benefit: It is the view of the Trustees that the Charity complies with the guidance on public benefit as published by the Charity Commission.

Compliance: The Committee has policies on Data Protection, Safeguarding, and Risk Assessment, in addition to the policy on Reserves. The Committee believes the choir's procedures are Covid-19 compliant, and Coronavirus risk assessments are regularly reviewed in the light of government regulations and guidance.

**Agenda for the Annual General Meeting of the Choir
to be held on Zoom
on Tuesday 10 November 2020 at 7.30pm
Please note change of date**

Register in advance for this meeting: <https://tinyurl.com/yyuz6uqp>

After registering, you will receive a confirmation email containing information about joining the meeting. (Registration gives Lucis a list of participants.)

Members who have questions for the AGM are invited to email them to the Chair in advance of the meeting chair@luciscommittee.com. This will not preclude anyone from speaking or asking further questions during the meeting. You might find it helpful to use the Zoom chat facility to draw the Chair's attention to your wish to speak.

- 1 Apologies for absence, (and notice of any other business for item 11)
- 2 Minutes of the Annual General Meeting of 12 November 2019 (attached to email)
- 3 Matters Arising
- 4 Chair's Report
- 5 Musical Director's Report
- 6 Presentation of Accounts
- 7 Appointment of Independent Examiner for 2020-2021
- 8 Subscriptions for 2020
- 9 Election of Officers and Committee
 - 9.1 Chair
 - 9.2 Administrative Secretary
 - 9.3 Membership Secretary
 - 9.4 Hon Treasurer
 - 9.5 6 other Committee member
(roles to be allocated at the next committee meeting)
- 10 Social Secretary and Section Reps
- 11 Any other business (to be notified before the meeting or at item 1)

Extracts from the Constitution:

4. Officers and Committee :

The management of the Society shall be in the hands of a Committee consisting of the following Officers: Chairperson , Treasurer, Administrative Secretary, Membership Secretary, and other members to a maximum of ten.

12. Procedure at General Meetings:

There shall be a quorum when at least 10% of the members of the Society at the time or 10 members, whichever is the greater, are present at any General Meeting

Note: The Charity Committee has advised that charity meetings and AGMs may take place online unless specifically prohibited in the charity's constitution.

Full Zoom registration link:

<https://us02web.zoom.us/meeting/register/tZ0kf-CoqjsqE9PKc1aisgjdN9pwh1Stmt4M>

CHAIR'S REPORT TO THE AGM – 2020

Before beginning to write this report, I read through that of last year in which I began by talking about the 'exciting plans for the future.' Little did any of us know then what was about to happen this year and how our plans have changed so drastically!

Last November Lucis gave a sell-out performance of early music at St Luke's Church. The main works which the choir performed were Schubert's Mass in G and Bach's cantata 'Liebster Gott, wann werd ich sterben', accompanied by the Bath Concertino. The Chamber Choir travelled to Ireland to participate by invitation in the festival of St Patrick. Then in December we held a moving 'Carols by Candlelight' in the magnificent setting of Malmesbury Abbey.

Lucis plans for 2020 began with a joint concert with the Aldbourne Brass band at St Mary's Redcliffe. The choir was rehearsing John Rutter's Gloria when, in March, all singing had to stop abruptly. Lucis were also planning a large scale event in conjunction with Bath Choral Society, to be held at the Bath Forum in November. The main work to be performed was Carl Orff's 'Carmina Burana.' Our joint planning was progressing well, with publicity and organisation under way. We also had plans for a workshop and a summer concert – needless to say, all these plans have now sadly been overturned.

I must here pay tribute to our Music Director, Francis Faux. He is an inspirational musician and conductor as was so evident in the two concerts at the end of last year. However, since 'lockdown' in March, he has worked very hard to maintain members' involvement with and enjoyment in singing. Rehearsals of a number of different pieces of music have brought in many choir members on Zoom. Interspersed with the choral evenings have been fascinating Q & A sessions, again on Zoom, with several eminent composers. These included Bob Chilcott, our patron Will Todd, Christopher Tin, Eric Whittaker and recently Ola Gjeilo. Francis both organised and chaired these sessions. Will Ashworth has continued to be our accomplished and expert accompanist.

At present, Lucis choir numbers a total of 116 members. This is made up of:

Sopranos – 40
Altos – 39
Tenors – 14
Basses – 23

The Chamber choir, which is drawn from Lucis choir members, numbers 26. This is made up of:

Sopranos – 8
Altos – 8
Tenors – 7
Basses – 6

This has not been an easy year for the committee and I thank them all for their hard work and commitment. Numerous additional meetings have been held in order to accommodate the changing Government advice during the coronavirus epidemic. I am delighted that all the committee, with the exception of Nina Dobson who is standing down for personal reasons, have offered to stand for re-election this year. We are very sorry to lose Nina

from the committee – but happily not from the choir. Nina has done sterling work in facilitating all the many communications and information sent to members, and we will miss her warm personality. We are indebted also to the committee secretary, Simon Tatton-Brown, who has expertly facilitated all the Zoom sessions, including rehearsals and Q & A sessions.

There are many members who, in different ways, assist in the smooth running of the choir. The section representatives do an invaluable job by keeping in contact with members. Thank you to Mareile who has been the alto representative for some time but decided to step down for personal reasons. We are very grateful to Margaret Waters who offered to take over as the alto representative and our thanks to Sylvia, Kate and Simon for all their efforts particularly over these last difficult months. Margaret also organises the Lucis 'box office' though sadly there has not been much need recently and similarly Colin continues to be our efficient stage manager. Committee thanks go to all the members who have contributed in any way to the smooth running of the choir.

Our thoughts and efforts in recent weeks have of course been focussed on planning for the return to full rehearsals. Clearly this depends upon factors outside our control i.e. the progress/escalation of Covid 19 and Government guidelines. Choirs everywhere are striving to continue with some singing, whether live or on line and we know that members miss that wonderful feeling of singing in a large choir and also the friendship of the choral community. We prepared a Risk Assessment and a Health Questionnaire in preparation for our return to 'live' rehearsals and approached possible venues. Many organisations have taken a very strict approach to allowing a number of singers to come together. However we have been fortunate in finding a suitable venue at Manvers Street Baptist Church Rooms and the first 'live' rehearsal took place on Tuesday 6th October. Members have been able to join in singing Fauré's Requiem on Zoom or Youtube and all agreed that it was a good experience.

Lucis Choir is now planning a Christmas carol concert on 19th December, to be held at Green Park Station in Bath, in a semi open area. We are hoping that as many members as possible will be able to join together in 'live' singing, albeit whilst observing a social distance.

What has been clearly evident during these past months has been the enduring spirit of Lucis members, the desire to continue as a choir and the hope that before too long, we will be returning to full rehearsals and singing together.

ELIZABETH TURNER
Chair – Lucis Choir

LUCIS AGM 2020 – MD's REPORT

When I looked back at previous MD reports before writing this, most of my comments were about building on previous successes and setting expectations for the year ahead. However, given the challenging and turbulent year we have all endured, it seemed somewhat futile to follow the usual formula.

So, where does one start? I want to avoid spending too much time looking behind us this time round, as the memories of planned concerts that we were forced to cancel are still quite painful, particularly the Rutter *Gloria*, which was so close to fruition. That being said, I'm hopeful that these events will still see the light of day, sooner rather than later if you take the optimistic view about when we might emerge from the other side of the pandemic.

I want to take this opportunity to thank the committee for their tireless work during this difficult period. It has been a real team effort and I'm proud to work alongside a group of individuals who have put Lucis in a position where they are offering some of the best opportunities for choral singing in the city. While other choirs have also started live rehearsals, we are the only ones who are streaming our events on YouTube and Zoom, thus enabling members to access footage at any time they like after the scheduled Tuesday evening sessions. I appreciate that the streaming experience needs improving but please rest assured that we are working hard to address this. I think it's worth stating that much of this work is being done by volunteers who have very limited technical expertise (I include myself in that bracket!), so please bear with us as we try and work through the problems that undoubtedly will arise.

Planning ahead remains a difficult balancing act and, while we are pleased to have secured an open air Christmas carol concert at Green Park Station, as well as a recording in Bath Abbey for a local charity, 2021 is more uncertain. We are hoping to continue a mixture of live and online rehearsals, as well as some performing opportunities in Easter and the summer, and we will be announcing more concrete plans in the run up to Christmas.

On a personal note, the pandemic has given me a lot of time to reflect and, after a decade in the job, I have recently made the decision to step down as musical director of the Bath Spa University Choir and Chamber Choir. While it was difficult to walk away from a post that has given me a lot of fond memories, I will still be doing the occasional bit of work there, so I am hopeful that we will still be able to welcome students into our community and future collaborations will continue. This decision has freed up some time to pursue other projects, and I am delighted that the committee have commissioned a new work from me. Composing has always been in my blood and I'm hoping that I will be able to dedicate a little more time to this in the coming years. It's also been a real pleasure to welcome some of the finest choral composers of our generation into our virtual community during the successful Q&A sessions, and I feel that this has only enhanced our reputation as a friendly, knowledgeable and proactive choir. On a final note about being proactive, if anyone feels as if they have any suggestions which might help us during these ever-changing times, whether that's a recommendation for a larger rehearsal venue or an idea for a socially-distanced concert etc, then please do let us know.

All that's left for me to say is to wish everyone the best of health as we march into the unknown, to remain vigilant and, above all, to stay safe as the pandemic continues to disrupt our lives. I hope that by the time the next AGM comes round that we will be back in St Luke's and singing with a full complement of singers once again.

FRANCIS FAUX
Musical Director

Treasurer's Report for Year ending 31st August 2020

	2019-2020	2018-2019
Current assets		
Cash at Bank	£25,277	£18,124
Cash in hand	£90	£0
Increase in funds	£7,243	

Comments

For reasons that we all know the second half of our financial year was severely disrupted. We have continued to fully remunerate our MD and Accompanist throughout the normal term times and our standard expenditures of insurance, memberships etc have remained the same.

Savings have been made in two areas – St Luke's venue hire and hire/purchase of music scores. These savings have amounted to around £2,250.

On the expenditure side we spent £308 on fees and donations for the Q&A sessions with the Composers and we had some minor IT costs for the on-line rehearsal sessions.

Earlier in the financial year we had two successful concerts. The St Luke's concert almost broke even with a loss of £201. The Malmesbury Christmas concert made a profit of £1,651 and was further boosted by a generous sponsorship donation of £1000 from the Dyson Foundation.

The abandoned St Mary Redcliffe concert with the Aldbourne Band cost us £477 for professional musician fees and publicity materials. We spent £241 on our MD expenses for the Chamber Choir performance in St Patrick's Cathedral in Armagh.

On the plus side we had a £500 donation toward the planned joint November concert at the Forum and, although we offered to return the money, we were advised to keep it in the hope of a future concert.

The Patrons and Friends scheme has been given a significant boost thanks to the work done by Ann Butterfield. We currently have 14 members donating a total of £1,305. Gift Aid re-imbursement will add to that figure.

There are some administrative delays in receiving Gift Aid payments from HMRC. Our claims have been acknowledged and around £5,000 will be paid to us in due course. When added to our current assets this means that we are well on the way to our stated ambition of £40,000 in reserve funding.

The Accounts have been audited and approved by our external examiner and a certificate of compliance issued for the Charities Commission.

Dr PAUL SLADE
Treasurer Lucis Choir



Section A

Independent Examiner's Report

Report to the trustees/

Section B

Disclosure

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.

N/A.

Lucis Choir - XR65479
Balance sheet (Separate funds)
As at: 31 August 2020

General Fund	Designated Funds	Restricted Funds	Endowment Funds	At 31/08/2020 £	At 31/08/2019 £
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Lucis Choir - XR65479

Analysis of income and expenditure
Selected period: 01 September 2019 to 31 August 2020

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
Donations and legacies						
GI20 - Membership Subscriptions	17,359	—	—	—	17,359	19,383
GI23 - Gift Aid Tax Refunds	—	—	—	—	—	6,090
GI26 - Friends of Lucis	1,570	—	—	—	1,570	15
GI28 - Donations - Rehearsal Catering	79	—	—	—	79	284
GI35 - Other Donations	3,583	—	—	—	3,583	1,003
GI38 - Contributions re Music Costs	—	—	—	—	—	35
GI40 - Music Folder Deposits	53	—	—	—	53	25
Donations and legacies Totals	22,645	—	—	—	22,645	26,836
Income from charitable activities						
PI1707 - Jul'17 Prior Park	—	—	—	—	—	—
PI1711 - Nov'17 St Luke's	—	—	—	—	—	—
PI1712 - Dec'17 Westonbirt Arboretum	—	—	—	—	—	340
PI1805 - May'18 Bath Abbey	—	—	—	—	—	—
PI1807 - Jul'18 Holy Trinity, B-on-A	—	—	—	—	—	—
PI1811 - Nov'18 Bristol Cathedral	—	—	—	—	—	3,252
PI1812A - Dec'18 Westonbirt Arboretum	—	—	—	—	—	10
PI1812B - Dec'18 St Michael's Without	—	—	—	—	—	2,261
PI1907 - Jul'19 St Mary Virgin Bathwick	—	—	—	—	—	3,174
PI1912 - Dec'19 Malmesbury Abbey	—	3,401	—	—	3,401	—
PI1914 - St Lukes 19	3,353	—	—	—	3,353	—
PI1916 - Armagh 20	4,327	—	—	—	4,327	—
PI90 - General Raffles	—	—	—	—	—	—
PI91 - Concert Funding Donations	—	—	—	—	—	—
PI918 - St Mary Redcliffe	824	—	—	—	824	—
PI920 - H Trinity BoA 21	—	—	—	—	—	—
PI922 - Forum Concert	—	—	—	—	—	—
PI924 - St Mary Bathwick 20	—	—	—	—	—	—
TI1807 - Jul'18 Cornwall Receipts	—	—	—	—	—	1,611
XPI99 - 100 Club Membership	—	—	—	—	—	—
Income from charitable activities Totals	8,506	3,401	—	—	11,907	10,649
Other trading activities						
GI37 - Sales of Music Scores	32	—	—	—	32	70
GI39 - Music Loans	—	—	—	—	—	—
Other trading activities Totals	32	—	—	—	32	70
Investments						
GI50 - Bank Interest	21	—	—	—	21	12
Investments Totals	21	—	—	—	21	12
Other income						
PI913 - April 19 Wiltshire MC	—	—	—	—	—	1,337
Other income Totals	—	—	—	—	—	1,337

There may be minor discrepancies in the totals if the pence are not being shown

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
Grand totals	31,205	3,401	—	—	34,606	38,905
Expenditure						
Raising funds						
GE40 - Website Fees	395	—	—	—	395	184
GE45 - Photography	—	—	—	—	—	—
WE01 - 100 Club Prizes	—	—	—	—	—	—
WE02 - 100 Club Refunds	—	—	—	—	—	—
Raising funds Totals	395	—	—	—	395	184
Expenditure on charitable activities						
GE01 - Musical Director Rehearsal Fees	6,350	—	—	—	6,350	6,615
GE03 - Accompanist Rehearsal Fees	2,840	—	—	—	2,840	3,350
GE06 - Hire of Rehearsal Venues	2,268	—	—	—	2,268	3,886
GE10 - Hire of Music Scores	1,971	—	—	—	1,971	1,588
GE12 - Purchase of Music Scores	503	—	—	—	503	896
GE13 - Printing of Music Scores	—	—	—	—	—	—
GE14 - Purchase of Music Folders	243	—	—	—	243	231
GE36 - John Fletcher Music Files	180	—	—	—	180	218
GE46 - Photographic Equipment	—	—	—	—	—	—
GE56 - Reward Scheme 'Tenner for a Tenor'	—	—	—	—	—	—
PE1605 - May'16 Wiltshire Music Centre	—	—	—	—	—	—
PE1711 - Nov'17 St Luke's	—	—	—	—	—	—
PE1712 - Dec'17 Westonbirt Arboretum	—	—	—	—	—	340
PE1805 - May'18 Bath Abbey	—	—	—	—	—	496
PE1807 - July'18 Holy Trinity	—	—	—	—	—	—
PE1811 - Nov'18 Bristol Cathedral	—	—	—	—	—	3,272
PE1812A - Dec'18 Westonbirt Arboretum	—	—	—	—	—	140
PE1812B - Dec'18 St Michael's Without	—	—	—	—	—	1,174
PE1904 - April'19 Wiltshire Music Centre	—	—	—	—	—	1,727
PE1907 - July'19 St Mary Virgin Bathwick	—	—	—	—	—	1,633
PE1912 - Dec'19 Malmesbury Abbey	—	2,294	—	—	2,294	—
PE1913 - St Lukes 19	2,915	—	—	—	2,915	179
PE1917 - Armagh 20	5,085	—	—	—	5,085	—
PE21 - H Trinity BoA 21	93	—	—	—	93	—
PE40 - Performing Rights Society Fees	—	—	—	—	—	37
PE919 - St Mary Redcliffe 20	1,121	—	—	—	1,121	—
PE920 - Forum Concert 20	66	—	—	—	66	—
PE923 - St Mary Bathwick 20	240	—	—	—	240	—
TE1807 - Cornwall Payments	—	—	—	—	—	2,724
Expenditure on charitable activities Totals	23,878	2,294	—	—	26,172	28,511
Administration costs						
GE15 - Music Folder Dep Refunds	—	—	—	—	—	—
GE16 - Music Library Equipment	—	—	—	—	—	—
GE30 - Subscription to 'Making Music'	547	—	—	—	547	365
GE35 - Insurance via 'Making Music'	—	—	—	—	—	132
GE37 - Assn of British Choral Directors	—	—	—	—	—	70
GE38 - Independent Examiner	50	—	—	—	50	50

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