

OXFORD COFFEE CONCERTS

Coffee Concerts Trust

Registered Charity no.1095243
17 Whittall Street , Kings Sutton , Banbury , OX173RD
mobile 07711 606996
chris.windass@hotmail.co.uk

Annual Report 2023

The Past Year

In 2023 we were able continue with a full normal weekly series of live concert nearly every Sunday throughout the year.

We also had no restriction on numbers in the Holywell up to the fire regulated limit of 196.

Although before the Covid year we regularly sold-out Sunday morning concerts we have not yet returned to that position. We are however getting good audiences and look to be on the way to our former popularity with in the next 2 years.

The year saw many concerts of the highest standard given by both established ensemble and musicians and up and coming stars - often coming through other award giving trusts and musical organisations such as YCAT and the Tunnell Trust.

There have been many superb concerts given throughout the year including return visits by Ben Gilmore, Brodsky String Quartet, Heath Quartet, Carducci Quartet, Leonore Piano Trio, Tim Horton. Tippett String Quartet, Laura Van de Heijden, Kleio String Quartet Consone String Quartet, The Adderbury Ensemble, Mithras Piano Trio. Viv Mclean and others.

The series maintains a good online presence and continues to be highly regarded by professional musicians, many of whom have seen the concerts on line which were filmed during COVID.

This is borne out by regular enquiries we receive to play in the series from distinguished musician and ensembles.

The concerts also continue an excellent relationship with YCAT (Young Concert Artist Trust) providing a constant stream of wonderful new talent and upcoming stars of the classical chamber music scene.

Other sources of new artist are the Tunnell Trust and Chamber Studio.

Ticket prices remain at the recently increased priced of £15 – still I believe great value.

Revenue from the box office forms 95 % of the trust income.

We continue to take care of finances, keeping the size of the ensembles generally smaller, therefore reducing one of the main cost of the series. We have also continue to be careful with publicity costs.

We are continuing to relay much more on our online presence and less on print and distribution.

This has made a big difference, and we will carry on trying to make the online publicity more effective.

Andrew Blakeman continues to oversee front of house on Sunday mornings as he has been for over 20 years.

He is an amazing asset to the series, and I am enormously grateful for his help and support.

Parking

Parking is now even more difficult an expensive in Oxford since March 2019 for the concert goers and performers.

Next Year

It is hoped to get back to full houses as soon as possible, and the patrons hopefully increase to continue to provide an invaluable source of income. We will increase players fees to £300 each

Wadham fees

Holywell fees have dramatically increased this year and have almost doubled.

This does put a further stress on finances, but we have been able to stay reasonably in strong and stable position.

Summary

The future of the concerts looks good with the present format working well and a strong and loyal public following. Relations with Wadham College and the Faculty of Music are good and many extremely fine musicians and ensembles continue to be very happy to take part in the series.

Chris Windass Administrator October 2023

opening bar
plus rec
has puer
closing bar

COFFEE CONCERTS TRUST

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**17 Whittall Street
Kings Sutton
Northants OX17 3RD**

Registered Charity No: 1095243

FINANCIAL STATEMENTS FOR THE YEAR

ENDED 31 DECEMBER 2023

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COFFEE CONCERTS TRUST

ENDED 31 DECEMBER 2023

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COFFEE CONCERTS TRUST

ANNUAL REPORT FOR THE YEAR ENDED 31ST DECEMBER 2023

Legal and administrative information

Coffee Concerts Trust is constituted under a Deed of Trust dated 1st January 2002

Objects and progress

The object of Coffee Concerts Trust is to promote improve develop and maintain public education in and appreciation of the art and science of music in all its aspects by the presentation of public concerts and recitals in and around the city of Oxford or elsewhere and by such other ways as the Trustees shall from time to time determine.

The following individuals served as Trustees during the year:

I. D. Belton
A. Davis
S. L. Edwards
S. Banks
S. Cardus
V.C. Hope-Walker

None of the Trustees are remunerated for Trustee services.

The charity's banking facilities are provided by:

National Westminster Bank Plc, 17 Oxford Road, Kidlington, Oxon OX5 2BP

The charity's Independent Examiner is:

Mr Lawrence Millier CPA
The Old School House
High St, Adderbury, Oxfordshire, OX173LU

The majority of the charity's funds are provided from concert takings together with donations and grant received.

Reserves policy

The balance shown as unrestricted income funds amounted to £25,002 (2022 = £23,696). It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a minimal level, subject only to predicted imminent expenditure in the immediate future. This situation is constantly monitored by the Trustees.

COFFEE CONCERTS TRUST

Risk management

The Trustees have examined the major strategic, business and operational risks which the charity faces or may face, and confirm that systems are in place to enable regular reports to be produced, so that the necessary steps can be taken to lessen such risks.

ON BEHALF OF THE TRUSTEES

.....
Chairman

COFFEE CONCERTS TRUST

TRUSTEES' RESPONSIBILITIES FOR THE ACCOUNTS

The statement of recommended practice governing charity accounts requires the trustees to make available an Annual Report for each year, containing accounts.

In preparing the accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless there are indications that the trust will be discontinued.

The trustees have a duty to keep proper accounting records, to safeguard the assets of the trust and to take reasonable steps for the prevention and detection of fraud and other irregularities.

Chairman

COFFEE CONCERTS TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COFFEE CONCERTS TRUST

I report on the accounts of the Trust for the year ended 31st December 2023, which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the Act, 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 Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's report

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act,have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr Lawrence Millier CPA
The Old School House
High St
Adderbury
Oxfordshire
OX173LU

COFFEE CONCERTS TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

Income and Expenditure

		Unrestricted funds	
		Year ended 31 December	
	Note	2023	2022
Incoming Resources			
Incoming Resources from generated funds			
Grants and Sponsorship		-	-
Donations		4,870	10,855
Performance takings & CD Sales		87,465	108,051
Total Incoming Resources		92,335	118,906
Resources Expended			
Costs of activities in furtherance of the charity's objects	2	88,620	88,757
Governance costs	3	2,409	2,057
Total Resources Expended		91,029	90,814
Net incoming / (outgoing)resources for the year, being net movement in funds		1,306	28,092
Final balances brought forward at 1st January 2023		23,696	(4,396)
Fund balances carried forward at 31st December 2023		£25,002	£23,696

There were no recognised gains or losses for 2023 or 2022, other than those included in the Statement of Financial Activities.

COFFEE CONCERTS TRUST

BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	As at 31 December	
		2023	2022
Current Assets			
Bank balances		30,560	27,486
Other Debtors		696	696
Creditors - amounts falling due within 1 year	4	<u>(6,254)</u>	<u>(4,486)</u>
Total Assets less Current Liabilities, being net assets		<u>£25,002</u>	<u>£23,696</u>
Represented by:			
Unrestricted Income Funds	5	<u>£25,002</u>	<u>£23,696</u>

These Financial Statements were approved at a meeting of the Trustees

dated

Trustees

COFFEE CONCERTS TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2023

1. ACCOUNTING POLICIES

- 1.1. These Accounts are prepared under the historical cost convention, and include the results of the charity's activities as described in the Annual Report, all of which are continuing. The Accounts have been prepared in accordance with the Statement of Recommended Practice for Charity Accounts. (Issued October 2000)
- 1.2. The charity prepares its Accounts on an accruals basis, with adjustments being made for creditors and debtors, where the underlying expenditure or income properly relates to the Accounting period
- 1.3. Recurring grant income is accounted for on the accruals basis. i.e. recognised when the charity is entitled to receipt.
- 1.4. Expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category.
- 1.5. Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.
- 1.6. The charity has taken advantage of the exemption from preparing a cash flow statement contained in financial reporting standard No. 1 on the grounds that it is a small charity.
- 1.7. The charity has no permanent endowments. The general fund represents undistributed income available for future use as directed by the charity's constitution.

2. COSTS OF ACTIVITIES IN FURTHERANCE OF THE CHARITY'S OBJECTS

	General Funds £	Total 2023 £	Total 2022 £
Performers fees	54,576	54,576	54,104
Hall & equipment hire and other direct costs	29,984	29,984	28,417
Marketing and publicity	4,060	4,060	6,236
Other costs incl. CD Production costs	0	0	0
	<u>£88,620</u>	<u>£88,620</u>	<u>£88,757</u>

The Trust does not directly employ any personnel, nor are any of the Trustees remunerated.

COFFEE CONCERTS TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2023

3. MANAGEMENT AND ADMINISTRATION OF THE CHARITY

	General Funds £	Total 2023 £	Total 2022 £
Bank Charges, Accounting & Printer Contract	1,803	1,803	1,547
Telephone	606	606	510
	£2,409	£2,409	£2,057

4. CREDITORS - amounts falling due within 1 year

	2023 £	2022 £
Loan – C Windass	4,350	4,350
Other creditors	1,904	136
Accruals	-	-
	£6,254	£4,486

5. UNRESTRICTED INCOME FUNDS

	2023 £	2022 £
At 1 January 2023	23,696	(4,396)
Movement Incoming/(Outgoing) resources for the year	1,306	28,092
At 31 December 2023	£25,002	£23,696

All net assets are represented by unrestricted income funds, and comprise those funds, which the Trustees are free to use in accordance with the objects of the charity.

6. CONTINGENT LIABILITIES AND COMMITMENTS

There were no commitments at 31st December 2023. In the opinion of the Trustees, there were no contingent liabilities at 31st December 2023.