



**President: Bob Chilcott**  
**Director of Music: Brian Kay**  
**Chorus Master: Hilary Tadman-Robins**

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From: The Chairman, Burford Singers

## Annual report 2021/22

Following on from the impact of the Covid-19 virus and associated restrictions, this report covers the first financial year when the choir has been able to perform its usual pattern of concerts in autumn, spring and summer.

The committee met formally on five occasions during the year.

### Situation re Covid-19

The UK government published updated Step 4 guidelines in July and August<sup>1</sup> 2021.

The committee therefore agreed to go ahead with plans to restart rehearsals in September 2021, preceded by a 'Come and Sing' day on 4<sup>th</sup> September for Members only. This was suggested by Brian Kay as the first event of the new season to get people singing again and held in Burford Parish Church with administrative support from the church authorities. It was also the opportunity to put into practice the committee's proposed Covid risk assessment and precautions prior to full rehearsals starting in the New Warwick Hall (NWH). This proved to be a very successful event, with about 60% of the members attending and no significant Covid issues reported subsequently.

Since that time we have held full rehearsals plus concerts throughout the 21/22 season with no reports of significant or worse than average Covid issues arising from the choir's activities.

### Events

As indicated above, the committee agreed a revised programme of two major concerts for the 21/22 season, plus a smaller scale event featuring choir and organ accompaniment only.

Our two major concerts featured a mix of two well-known large scale works. The first on 20<sup>th</sup> November 2021, included Clive Osgood's 2014 work *Dixit Dominus*; and Mendelssohn's *Hymn of Praise*; with the Cotswold Chamber Orchestra and soloists Charlotte Bowden (soprano), Susanna MacRae (soprano) and Oliver Johnston (tenor). The second was JS Bach's *St John Passion*; originally planned for March 2020, but postponed due to Covid-19. We were accompanied on this occasion by the Baroque Ensemble Canzona and featured top class soloists David Webb (Evangelist), Jon Stainsby (Christus), Jessica Cale (soprano), James Neville (alto) and Freddie Long (bass). The performance took place in Cirencester Parish Church rather than our usual venue due to planned building refurbishment work taking place in Burford.

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<sup>1</sup> <https://www.gov.uk/government/publications/covid-19-response-summer-2021-roadmap/moving-to-step-4-of-the-roadmap>

For our summer 2022 concert we received an invitation to take part as the finale of the Burford Festival (first instance after Covid-19 lockdown). Soon after the start of the season, we also received an invitation to take part in Festival 200 at St Mary's Banbury, which celebrated 200 years since Banbury's Grade 1 listed church was pronounced complete in its re-built Classical style.

The Committee decided that the smaller scale summer 22 programme would be suitable for both festivals, although it was appreciated that, with no professional soloists or orchestra on these occasions, audiences would be smaller than usual

The two main concerts proved to be very successful, especially the *St John Passion* which attracted excellent audience numbers, despite being the first time the choir had performed in the church since April 1990.

## **Membership**

By the beginning of September 22, choir membership had fallen by just over 10% compared to end of financial year 2020. In most cases this was in recognition of failing health coupled with the physical demands which arise from performing in a full scale orchestral concert. Anecdotal evidence is that it seems to be a typical figure for most choirs in our area post Covid-19.

However, we were able to invite a number of applicants to become full members for the 21/22 season, including those whose applications had been on hold for over 18 months. The Associates membership scheme continues to give us flexibility to enable applicants to be assessed as soon as possible after we receive their application and we continue to receive interest from potential new joiners in the area.

## **Finance**

Having suspended subscriptions during 21/22, the committee agreed to increase subscriptions by 4% for FY 22/23 in anticipation of increased costs and potentially lower revenues. Further changes will be kept under review.

Despite lower revenues this year, the level of reserves remains satisfactory and within the limits of our Reserves Policy.

Financial details are available in the Treasurer's Report, but I am pleased to state that, overall, the Trustees are satisfied that the choir remains financially viable and our reserves are in good shape.

## **Outlook**

As part of our plans for the 22/23 season, we agreed with our Director of Music to take a somewhat cautious approach to implementing the concert programme in view of the current general financial environment. The main event will be the November concert celebrating the work of the hugely popular contemporary composer, John Rutter, which we hope will have strong appeal to both Members and audience alike and will help to boost ticket revenue.

This will be supported by two popular, but more modest concerts: Fauré's *Requiem* and Haydn's *Nelson Mass* in April and Mozart's *Requiem* and *Regina Coeli* in June.

In the meantime, the committee will continue to monitor the latest information on Covid-19 restrictions and prepare any responses to government precautions should they occur.

## **Safeguarding Policy**

Our Safeguarding Policy is published on our web site. Sian Snelling (choir member) has taken over from Jo Glyde as our Designated Person. Full Members and Associates should ensure that they take time to update their understanding of the policy – see our members' web page [www.burfordsingers.org.uk/members](http://www.burfordsingers.org.uk/members) .


## **Thanks**

I must take this opportunity to thank Brian Kay for devising and delivering such an exciting programme of music this year and to Robin Baggs for all his hard work as our hugely admired and valued accompanist.

I also thank everyone involved in planning and delivering our first full season of events in over 18 months, and, in particular, managing to stage concerts successfully in three different venues, two of which were very unfamiliar to us.

Special thanks also to my fellow committee members, especially those who are standing down from the committee at the forthcoming AGM: David Willatts (Deputy Chairman) and Alison Willatts. I'm very pleased that both David and Alison have agreed to continue their responsibilities as orchestra 'fixer' and librarian respectively.

Best wishes to everyone.

A handwritten signature in black ink that reads "Peter M Moran". The signature is written in a cursive style, with the first name "Peter" and the last name "Moran" being more legible than the middle initial "M".

Peter Moran

Chairman

### **STATEMENT OF FINANCIAL ACTIVITIES - Year Ended 31st August 2022**

|                                             |   | 2022   |               | 2021   |               | 2019   |               |
|---------------------------------------------|---|--------|---------------|--------|---------------|--------|---------------|
|                                             |   | £      | £             | £      | £             | £      | £             |
| <b>INCOMING RESOURCES</b>                   |   |        |               |        |               |        |               |
| Membership Subscriptions                    |   | 11,735 |               | 10,625 |               | 12,854 |               |
| Income Tax Recovered (Gift Aid)             |   | 3,398  |               | 675    |               | 3,652  |               |
|                                             |   |        | 15,133        |        | 11,300        |        | 16,506        |
| Ticket Sales - future                       |   | 425    |               | 525    |               |        |               |
| Tickets Sales-21-22                         | 1 | 12,481 |               |        |               | 16,272 |               |
|                                             |   |        | 12,906        |        | 525           |        | 16,272        |
| Other Sponsorship                           |   |        | 590           |        |               |        | 80            |
| Grants, Donations & "Friends"               |   |        | 4,823         |        | 2,315         |        | 3,670         |
| Bank Interest                               |   |        | 23            |        | 4             |        | 83            |
| Fund Raising                                |   |        | 5             |        | 98            |        | 88            |
| Sale of Goods                               |   |        | 64            |        |               |        | 190           |
| Workshops                                   |   |        | 0             |        |               |        | 760           |
| Members' purchase of scores                 |   |        | 310           |        |               |        |               |
| Misc. receipts                              |   |        | 60            |        | 80            |        |               |
| <b>Total Incoming Resources</b>             |   |        | <b>33,913</b> |        | <b>14,322</b> |        | <b>37,649</b> |
|                                             |   |        |               |        |               |        |               |
| <b>OUTGOING RESOURCES</b>                   |   |        |               |        |               |        |               |
| <b><u>Direct Charitable Expenditure</u></b> |   |        |               |        |               |        |               |
| Concert Expenditure                         | 2 | 34,933 |               |        |               | 39,180 |               |
| Subscription (Making Music)                 |   | 365    |               | 365    |               | 365    |               |
| Ex Gratia Payments                          |   |        |               | 2,400  |               |        |               |
| Insurance                                   |   | 257    |               | 248    |               | 248    |               |
| Capital Purchases                           |   |        |               |        |               |        |               |
| Performing Rights Licence/Fees              |   |        |               |        |               | 596    |               |
| Ticketing Costs                             |   | 45     |               |        |               | 59     |               |
| Singday                                     |   | 300    |               |        |               |        |               |
| Goods & music purchased for resale          |   |        |               |        |               | 2,585  |               |
| Future Concert costs                        |   | 1,293  |               | 1,263  |               | 490    |               |
| IT Support                                  |   | 11     |               |        |               |        |               |
|                                             |   |        | <b>37,204</b> |        | <b>4,276</b>  |        | <b>43,523</b> |
| <b><u>Administration</u></b>                |   |        |               |        |               |        |               |
| Postage, printing, stationery, telephone    |   | 61     |               | 33     |               | 92     |               |
| Bank Charges                                |   | 122    |               | 85     |               | 89     |               |
| Misc. payments                              |   | 159    |               | 80     |               | 514    |               |
| Audit & Accountancy                         |   |        |               | 100    |               |        |               |
| Committee Meeting venue hire                |   | 84     |               |        |               |        |               |
| Professional Fees                           |   |        |               |        |               |        |               |
| Staging Storage                             |   | 600    |               | 150    |               |        |               |
|                                             |   |        | <b>1,026</b>  |        | <b>448</b>    |        | <b>695</b>    |
| <b>Total Outgoing Resources</b>             |   |        | <b>38,230</b> |        | <b>4,724</b>  |        | <b>44,218</b> |
|                                             |   |        |               |        |               |        |               |
| <b>Net Inflow / Outflow of Funds</b>        |   |        | <b>-4,317</b> |        | <b>9,598</b>  |        | <b>-6,569</b> |
| Cash Fund Brought Forward                   |   |        | 46,061        |        | 36,463        |        |               |
| Cash Fund Carried Forward                   |   |        | <b>41,744</b> |        | <b>46,061</b> |        |               |
|                                             |   |        |               |        |               |        |               |
|                                             |   | 2      |               |        |               |        |               |

|                                                                                    |  |  |  |  |               |               |  |  |
|------------------------------------------------------------------------------------|--|--|--|--|---------------|---------------|--|--|
| <b>THE BURFORD SINGERS (Charity No.1096043)</b>                                    |  |  |  |  |               |               |  |  |
| <b><u>BALANCE SHEET As at 31st August 2022</u></b>                                 |  |  |  |  |               |               |  |  |
|                                                                                    |  |  |  |  |               |               |  |  |
|                                                                                    |  |  |  |  |               |               |  |  |
|                                                                                    |  |  |  |  | <b>2022</b>   | <b>2021</b>   |  |  |
| <b><u>ASSETS</u></b>                                                               |  |  |  |  |               |               |  |  |
| <b>Non Current Assets</b>                                                          |  |  |  |  |               |               |  |  |
| Concert Staging                                                                    |  |  |  |  | 13,608        | 15,120        |  |  |
| Rehearsal Piano                                                                    |  |  |  |  | 1,892         | 2,102         |  |  |
| Trailer                                                                            |  |  |  |  | 2,264         | 2,516         |  |  |
|                                                                                    |  |  |  |  | 17,764        | 19,738        |  |  |
| <b>Current Assets</b>                                                              |  |  |  |  |               |               |  |  |
| Bank                                                                               |  |  |  |  | 41,744        | 46,061        |  |  |
|                                                                                    |  |  |  |  | 41,744        | 46,061        |  |  |
| <b>Total Assets</b>                                                                |  |  |  |  | <b>59,508</b> | <b>65,799</b> |  |  |
| <b><u>LIABILITIES</u></b>                                                          |  |  |  |  | 0             | 0             |  |  |
| <b>NET ASSETS</b>                                                                  |  |  |  |  | <b>59,508</b> | <b>65,799</b> |  |  |
| <b>FUNDS</b>                                                                       |  |  |  |  |               |               |  |  |
| <b>Opening Balance</b>                                                             |  |  |  |  | 65,799        | 58,393        |  |  |
| Movement in Cash Fund                                                              |  |  |  |  | -4,317        | 9,598         |  |  |
| Movement in Asset Fund                                                             |  |  |  |  | -1,974        | -2,192        |  |  |
| <b>CLOSING Balance</b>                                                             |  |  |  |  | <b>59,508</b> | <b>65,799</b> |  |  |
| The financial statements were approved by the Members at meeting held on .....2022 |  |  |  |  |               |               |  |  |
| and signed on their behalf by :- .....                                             |  |  |  |  |               |               |  |  |
|                                                                                    |  |  |  |  |               |               |  |  |
|                                                                                    |  |  |  |  |               |               |  |  |

| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES |  |             |                                           |          |  |               |
|------------------------------------------------|--|-------------|-------------------------------------------|----------|--|---------------|
| Year Ending 31st August 2022                   |  |             |                                           |          |  |               |
|                                                |  |             |                                           |          |  |               |
|                                                |  |             |                                           |          |  |               |
|                                                |  |             |                                           |          |  |               |
|                                                |  |             |                                           |          |  |               |
|                                                |  | <b>Note</b> |                                           |          |  |               |
|                                                |  | <b>1</b>    | <b>Breakdown of Concert Ticket Income</b> |          |  |               |
|                                                |  |             | Represented by:                           |          |  |               |
|                                                |  |             | Total Mendelssohn receipts                | 3858     |  |               |
|                                                |  |             | Less advance sales                        | -525     |  |               |
|                                                |  |             | Mendessohn concert                        |          |  | 3,333         |
|                                                |  |             | Bach concert                              |          |  | 5,119         |
|                                                |  |             | Lollipops in Burford                      |          |  | 3,003         |
|                                                |  |             | Lollipops in Banbury                      |          |  | 1,026         |
|                                                |  |             |                                           |          |  | <u>12,481</u> |
|                                                |  |             |                                           |          |  |               |
|                                                |  | <b>2</b>    | <b>Breakdown of Concert Expenses</b>      |          |  |               |
|                                                |  |             | Represented by:                           |          |  |               |
|                                                |  |             | Music Hire                                | 2,040    |  |               |
|                                                |  |             | Less paid in previous FY                  | -1163    |  |               |
|                                                |  |             | Music Hire in this FY                     |          |  | 877           |
|                                                |  |             | Orchestra                                 |          |  | 13,252        |
|                                                |  |             | Soloists                                  |          |  | 3,700         |
|                                                |  |             | Conductors                                |          |  | 6,240         |
|                                                |  |             | Accompanist                               |          |  | 4,249         |
|                                                |  |             | Venues                                    |          |  | 2,890         |
|                                                |  |             | Print/Post                                |          |  | 187           |
|                                                |  |             | Chair Hire                                |          |  | 524           |
|                                                |  |             | Rehearsal Room                            |          |  | 1,841         |
|                                                |  |             | Teas                                      |          |  | 60            |
|                                                |  |             | Function                                  |          |  | 144           |
|                                                |  |             | First Aid                                 |          |  | 297           |
|                                                |  |             | Programme Costs                           |          |  | 480           |
|                                                |  |             | Marketing                                 |          |  | <u>191</u>    |
|                                                |  |             |                                           |          |  | <u>34,933</u> |
|                                                |  |             |                                           | <b>4</b> |  |               |
|                                                |  |             |                                           |          |  |               |

## **EXAMINER'S UNQUALIFIED REPORT**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURFORD SINGERS**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2022, which are set out on pages 2 and 3 of this report.

#### **Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

- 1        accounting records were not kept in respect of the charity as required by section 130 of the Act;
- or
- 2        the accounts do not match 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 this report in order to enable a proper understanding of the accounts to be reached.

Joanne Tuffill BSc (Hons) ACA  
Chartered Accountant  
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Buckland  
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