

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	Sept.	2021		31	August	2022

Section A Reference and administration details

Charity name City of Cambridge Symphony Orchestra

Other names charity is known by Prior to name change on 30/04/19: Cambridge String Players

Registered charity number (if any) 1096457

Charity's principal address 62 High Street,

Bourn

Cambridge, Cambridgeshire

Postcode

CB23 2TR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr David Bartlett	Chairman	since 19 June 2018	By general meeting of charity
2	Mrs Sheila von Rimscha	Secretary	since 22 May 2012	By general meeting of charity
3	Dr Paul Hammond	Treasurer	since 1 September 2005	By general meeting of charity
4	Dr Alexander Reid		since 10 May 2022	By general meeting of charity
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
As above	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
none		

Name of chief executive or names of senior staff members (Optional information)

As above

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	The charity is an unincorporated association regulated by its constitution, which was adopted February 2003 and was amended by a special general meeting of 21 September 2004, and updated for name change at AGM of 12 May 2020.
Trustee selection methods (eg. appointed by, elected by)	The power of appointment of charity trustees is held: (a) by general meetings of the charity (acting by election), and (b) by the existing charity trustees at any time (acting by unanimous resolution of all of the existing charity trustees).

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Relationship with related parties: The City of Cambridge Symphony Orchestra operates under the umbrella of the charity. The orchestra has a management committee, elected by members of the orchestra. All of the Trustees are members of this management committee. CCSO Productions Limited is a limited company registered in England and Wales, number 14274580, whose shareholders are some of the Trustees of the charity. Its purpose is to organize orchestra concerts for CCSO, with the aim of claiming Orchestra Tax Relief.

The major risks faced by the Charity are financial, in particular loss of income due to poor attendance at/cancellation of a concert due to, for example, covid-19 or extreme weather. This risk is managed through a conservative financial reserves policy.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The charity's objects are (1) the advancement of musical education and the promotion of public appreciation and study of music, for example by any of the following means: by holding concerts and lectures about music to which the public shall be admitted whether on payment or otherwise; by providing opportunities for the practice of music by amateur players of string instruments; by issuing publications conducive to the advancement of musical education; and/or by undertaking and executing any charitable trusts established or constituted wholly for promoting the appreciation, study or practice of music: and (2) to promote the art and science of music by assisting young musicians, being persons of moderate or limited means, in such a way as to enable them to become self-supporting.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees have complied with the requirements of section 17(5) of the Charities Act 2011, in particular they have 'taken regard' of the Charity Commission's public benefit guidance 'when exercising any powers or duties to which the guidance is relevant'. We have reviewed the charity's constitutional objects to reassure ourselves that they comply with the public benefit requirements: We believe that the advancement of musical education and appreciation is beneficial ("benefit aspect") to the public at large ("public aspect") and that our activities do not give rise to more than incidental personal benefits. We further believe that assisting young musicians towards self-support is beneficial, that there is a significant community of young musicians aspiring towards self-support having potential to benefit from our actions, and that the benefits are "incidental".

In pursuing our aims for the public benefit, we act on the belief the charity benefits the public in two ways:

First, for participants in the orchestra we provide an opportunity to engage in an enjoyable and educational music making activity, offering participants an opportunity to develop their technique, practical knowledge, and musical repertoire. Not all players in the orchestra are members of the charity. The soloists we engage are usually musicians at the early stages of their careers, so providing them with opportunities to practice and develop their art.

Second, for audiences, we present exciting and high-quality performances that we hope are always a pleasurable, stimulating and entertaining cultural experience. Some performances have been organized in partnership with other charities, with a share of the profits being given to that charity, so benefiting the public through the partner charity's activities. A large fraction of the audience at our concerts are over 60 years of age. We operate an informal dementia-friendly policy at our concerts

In addition to the public educational benefits to participants and audiences mentioned above, the Trustees are conscious that access to these activities must be affordable, so concessionary rates are available for membership subscriptions. We offer free membership to the under 18s and those without income, subscriptions are reduced by 50% for those over 18 and in full-time education or documented unemployed. Members with financial difficulties are encouraged to arrange a reduced/waived subscription with the Treasurer.

Additional details of objectives and activities (Optional information)

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

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Grantmaking: see section D below.

The charity has no investments beyond deposit accounts.

We would like to thank the volunteers who organize the Friends scheme, who act as stewards and front of house staff at our concerts, and those charity members who give their time to help with the administration and organization of the orchestra, most notably in the areas of music library and finance.

We would also like to acknowledge our Friends for their continued loyal support and encouragement.

And lastly, two stalwarts of CCSO retired at the end of the season: Julia Frape has lead the orchestra since the Cambridge String Players days, and Anne Norman has served as a Trustee and as Finance Administrator for an equally long period. We owe them a great debt of gratitude, and wish them a long and happy retirement.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The activities of City of Cambridge Symphony Orchestra (CCSO) during the financial year from September 2021 to August 2022 have been as follows:

(1) In respect of the education & promotion of public appreciation of music object: With the lifting of covid-19 restrictions it was possible to organize a full season of 6 public concerts with 36 rehearsals.

CCSO had around 60 playing members, fielded onstage orchestras of up to 80 players, and had the services of a musical director and a leader. Information about CCSO's activities was made public on the internet at www.ccsso-online.org.uk and through other social media channels, and publicity was displayed around the city of Cambridge.

(2) In respect of its object for the assistance of young musicians: Most of the soloists contracted during the season were young/early career, the exception being the first concert of the season where the orchestra's outgoing and incoming leaders performed a double concerto together. The winner of CCSO's pre-pandemic Young Conductor's competition directed the opening piece at the May concert. In the light of the cautious reserves policy (see section E below), and for reasons of uncertainty over the rate of recovery of audience numbers following the pandemic and the effect this would have on charity finances, no grants were made.

Section E

Financial review

Brief statement of the charity's policy on reserves

It is our financial risk management policy to hold at all times reserves at least sufficient to cover the long-term financial commitments made at the start of each season (concert hall and rehearsal venue bookings, soloist's bookings, music director and leader fees, brochure production, publicity and website costs, music library storage, insurance, instrument hire). In the pre-covid 2018-19 reporting period (during which a normal season of 6 concerts was completed) these long-term commitments totaled around £31,000, which should be compared with net assets at time of writing of around £30,000. We expect costs to increase in 2023 and there to be negative impacts on the charity's income arising from various causes, and so will continue to operate a conservative policy on reserves.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main sources of funding are sale of concert tickets (including via our Friends scheme), sale of programmes, and member subscriptions (including the Gift Aid claimed on these). Broadly speaking, concert expenses (including rehearsal costs) exceed concert takings on average, with the deficit being covered by the income from member subscriptions and Gift Aid.

During the early part of the 2022-23 season (i.e. the season subsequent to that covered by this report) measures have been put in place to allow Orchestra Tax Relief to be claimed. This will supplement the income streams referred to above from early-2024 onwards, and should allow CCSO better to weather inflation-related cost increases and tougher audience size conditions.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Dr Paul Simon Hammond	

Position (eg Secretary, Chair, etc)

Treasurer

Date

10th February 2023

Balance Sheet
City of Cambridge Symphony Orchestra
As at 31 August 2022

	31 Aug 2022		31 Aug 2021	
Fixed Assets	£	2,437	£	1,400
Bank				
CAF Current Account	£	20,412	£	19,586
Community Account	£	10,224	£	10,193
Total Bank	£	30,636	£	29,779
Current Assets				
Debtors	£	1,620		
Prepayments	£	104	£	2,432
Total Current Assets	£	1,724	£	2,432
Total Assets	£	34,797	£	33,611
Liabilities				
Current Liabilities				
Accounts Payable	£	-	£	-
Accruals	£	650	£	-
Total Current Liabilities	£	650	£	-
Total Liabilities	£	650	£	-
Net Assets	£	34,147	£	33,611
Equity Brought Forward	£	33,111	£	32,999
Current Year Earnings	£	536	£	112
Ringed fence Young Composers	£	500	£	500
Total Equity	£	34,147	£	33,611

Profit and Loss
City of Cambridge Symphony Orchestra
1 September 2021 to 31 August 2022

Income	2022	2021
Deposit account interest	£ 33	£ 66
Friends scheme	£ 4,920	
Gift Aid	£ 871	£ 266
Miscellaneous donations	£ 90	£ 1,865
Rehearsal Fees	£ -	£ 1,534
Sponsorship	£ 350	£ -
Subscriptions received	£ 5,645	£ -
Ticket sales	£ 27,291	£ -
Total Income	£ 39,200	£ 3,731

Gross Profit	£ 39,200	£ 3,731
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Less Operating Expenses

Bad Debt	£ 53	£ -
Bank Fees	£ 93	£ 84.00
Box office charges	£ 1,844	£ -
Charity donation	£ 1,128	£ -
Concert venue	£ 7,985	£ -
Conductor inc. rehearsals	£ 6,651	£ 847.00
Conductor travel expenses	£ 610	£ 105.00
Cost of programmes	£ 1,178	£ -
Credit Card Charges	£ 33	£ -
Depreciation Expenses	£ 139	£ 67.00
Extra players	£ 980	£ -
Instrument hire	£ 987	£ -
Insurance	£ 193	£ 132.00
IT Software and Consumables	£ 343	£ 317.00
Leader inc. rehearsals	£ 5,488	£ 660.00
Leaders Travel	£ 650	£ 75.00
Miscellaneous expenses	£ 770	£ 247.00
Music hire	£ 4,243	£ -
Music Library Storeage	£ 464	£ 446.00
Publicity	£ 936	£ -
Rehearsal room hire	£ 1,975	£ 315.00
Soloists	£ 1,350	£ -
Soloists travel	£ 493	£ -
Subscriptions Paid	£ -	£ 275.00
Website Costs	£ 79	£ 49.00

Total Operating Expenses	£ 38,664	£ 3,619
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Net Profit	£ 536	£ 112
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Section A

Independent Examiner's Report

Report to the trustees/
members of

City of Cambridge Symphony Orchestra

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1096457

Set out on pages

1-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Signed:

David J Rees

Date:

8/11/2022

Name:

David J Rees

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

FCCA
Associated of Chartered Certified Accountants

Address:

Kinnaird Hill

Norfolk House, 4 Station Road

St Ives PE27 5AF

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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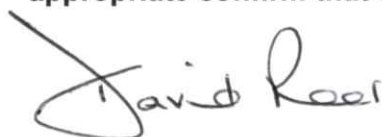
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I have examined the foregoing financial statements for the year ended 31 August 2022 and having made such tests with the relevant books and records that I considered appropriate confirm that they are in accordance therewith



David Rees FCCA

Dated ... 8/11/2022

KINNAIRD HILL
 CHARTERED CERTIFIED ACCOUNTANTS
 NORFOLK HOUSE, 4 STATION ROAD
 ST IVES, CAMBS
 PE27 5AF

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