



## Trustees' Annual Report for the period

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
From 1	July	2022	To 30	June	2023

### Section A Reference and administration details

Charity name The Herbert Howells Trust

Other names charity is known by N/A

Registered charity number (if any) 1121065

Charity's principal address St John's College

Cambridge

Postcode

CB2 1TP

#### 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 The Master, Fellows and Scholars of the College of St John the Evangelist in the University of Cambridge			

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	Mills & Reeve LLP	Botanic House
		100 Hills Road
		Cambridge
		CB2 1PH

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

### Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document Trust Deed

(eg. trust deed, constitution)	
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by the will of Ursula Mary Lysbeth Pelissier, daughter of Herbert Howells

### 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.

Following the death in October 2005 of Herbert Howells' daughter, Ursula, and in accordance with her wishes, the Herbert Howells Trust has been set up to be administered by St John's College, Cambridge where Dr Howells was Organist during the Second World War.

The Trustees are the Master, Fellows and Scholars of the College of St John the Evangelist in the University of Cambridge. Acting through the College Council, they have appointed a Committee to manage the Trust.

The Chairman and Secretary of the Herbert Howells Society act as advisers to the Committee on matters of mutual interest.

## Section C Objectives and activities

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

The Trust receives all royalties and performing rights dues previously received by Ursula Howells. The Trust (which will consult the Herbert Howells Society (set up at her instigation in 1987)), exists to promote Howells' works, by supporting performances, publications, recordings, archives at the Royal College of Music and other means. It also exists to give financial support for the music of the College Chapel, including the Choir, organ, and the musical education of the Choristers.

**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)**

Provision of grants to Applicants to support research, recording, performance and publication of the works of Herbert Howells

Financial support to the Royal College of Music for the Herbert Howells archive

Financial support for the music of St John's College Chapel, Cambridge

The Trustees confirm that they have had regard to Charity Commission guidance on public benefit in deciding what activities the charity should undertake.

#### **Additional details of objectives and activities (Optional information)**

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

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

The Trust will, so far as is possible, make grants to projects where the benefits have widest circulation. These will principally be for:

- The publication of unpublished Howells manuscripts (both major orchestral pieces and smaller orchestral, choral, chamber and other works);
- Audio/video recordings of Howells works which have not previously been recorded, or for all-Howells recordings;

Very occasionally, grants will be given for concerts where first performances or performances of lesser known works are to be given.



**Summary of the main achievements of the charity during the year**

2 grants, totalling £1,918, to the Royal College of Music to assist with the preservation of the Howells archive

1 grant of £12,791 to St John's College, Cambridge, for the support of Choir activities

1 grant of £1,500 to The English Music Festival to support the performance of four pieces of Howells' music at the 2023 Festival

1 grant of £1,500 to The Three Choirs Festival Association to support the performance of two pieces of Howells' music at the 2023 Festival

1 grant of £2,000 to The Piatti Quartet to support the cost of a recording of an album containing *Phantasy for String Quartet OP.25*

1 grant of £750 to Raymond Brien support for a video recording of *Clarinet Sonata*

1 grant of £1,000 to the Herbert Howells Society to support a recital of '*String Quartet – In Gloucestershire*' during the joint Howells/Stanford weekend in October 2023

2 grants, totalling £1,246 to the Herbert Howells Society to support the cost of typesetting '*String Quartet – In Gloucestershire*'

1 grant of £5,000 to The London Chorus to support the costs of an orchestra for a performance of *Hymnus Paradisi* at Southwark Cathedral

1 grant of £800 to Professor Madeleine Mitchell to support the first performance of '*String Quartet – In Gloucestershire*'

2 grants, totaling £2,320, to Durham Cathedral to support of a recording by David Hill/Durham Cathedral Choir

2 grants, totaling £1,272, to Regent Records to support the costs of producing the recording by David Hill/Durham Cathedral Choir

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity intends to maintain a minimum balance of £10,000 in reserves at any time. This will enable the Charity to continue to make grants while allowing for fluctuations in the income from royalties.

### Details of any funds materially in deficit

### 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 Charity's principal source of funding is from royalties and performing rights dues payable on the literary works of the late Herbert Howells

## Section F

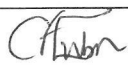
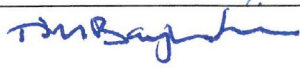
## Other optional information

## 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)	Christopher Francis Ewbank	Timothy Peter Bayliss-Smith
Position (eg Secretary, Chair, etc)	Senior Bursar St John's College, Cambridge	Chairman Herbert Howells Trust Committee
Date	13 November 2023	



Charity Name The Herbert Howells Trust	No (if any) 1121065
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## Receipts and payments accounts

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For the period from	Period start date 01-Jul-22	To	Period end date 30-Jun-23
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### Section A Receipts and payments

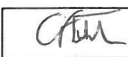

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Royalty Income		29,086		29,086	-
Bank Interest		-		-	-
Returned Grants		1,500		1,500	-
Other income		-		-	-
					-
					-
					-
<b>Sub total (Gross income for AR)</b>		30,586		30,586	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	30,586	-	30,586	-
<b>A3 Payments</b>					
Grants	-	34,598		34,598	-
Admin Costs	-	1,601		1,601	-
Advertising	-	414		414	-
	-				-
	-				-
	-				-
	-				-
	-				-
<b>Sub total</b>	-	36,613		36,613	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	36,613	-	36,613	-
<b>Net of receipts/(payments)</b>	-	6,027		6,027	-
<b>A5 Transfers between funds</b>	-				-
<b>A6 Cash funds last year end</b>	-	41,254		41,254	-
<b>Cash funds this year end</b>	-	35,227		35,227	-



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Business Current Account	-	35,227	-
	Business Premium Account	-	-	-
		-		-
	<b>Total cash funds</b>	-	35,227	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>				-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	 	Christopher Francis Ewbank Timothy Peter Bayliss-Smith	13.11.23 9.11.23



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Herbert Howells Trust

On accounts for the year  
ended

30 June 2023

Charity no  
(if any) 1121065

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention ~~(other than that disclosed below\*)~~

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*J. Womack*

Date: 18-11-2023

Name:

MRS. JOANNA MARY WOMACK

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

SOLICITOR ON THE ROLL OF THE SOLICITORS  
REGULATION AUTHORITY. SRA No. 111375



Address:

12 DE FREVILLE AVENUE

CAMBRIDGE

~~000~~ CB4 1HR

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.