



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1 August 2023**

**Period start date To 31 July 2024**

**Period end date**

**Charity name: Romsey Male Voice Choir**

**Charity registration number: 1134638**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Choir will study and practice choral music in order to foster public knowledge and appreciation of such music by means of public performance
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Choir will support local young musicians by providing them with opportunities to perform to audiences during choir concerts. The Choir will assist and support such charitable institutions or purposes, as the Committee shall from time to time determine
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<p>Romsey Male Voice Choir – Donation Policy</p> <p>1 We should donate locally wherever possible, in keeping with our membership catchment area and audience's catchment area. 2 We should try to ensure our donations are given directly to the end user, where possible. 3 We should try to ensure there is immediate benefit to the recipient when we make an award. 4 We should consider national charities where there is a connection with our choir, no matter how tenuous. For example, if a choir member has a family member affected by any condition which is alleviated by a national charity, we should consider this as a suitable charitable purpose. 5 All donations should be approved by the Committee either at a committee meeting or by a vote using any communication capabilities. The reason for this is to show that the Committee appointed by the members has oversight of all use of funds. 6 All donations should be subject to the explicit approval of the</p>

		Treasurer to ensure we do not over-stretch our resources. 7 All donations must be in accordance with the most recent Charity Commission guidelines as regards what is appropriate for a charity to donate. We need to bear in mind that we are a registered charity and so we are obliged to follow the Charity Commission guidelines in the making of any awards for charitable purposes. For example, all donations must be within the framework of the charitable purposes we sent to the Charity Commission when we registered. If we made donations overseas for example, that would not be in accordance with our stated aims as approved by the Charity Commission.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	All members contribute to the choir purposes by performing in concerts and attending rehearsals. Officers and Trustees run and govern the choir
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In the financial year, the choir donated £2344 It has also participated in a number of concerts with other choirs as their guest which raised funds for charities & provided enjoyment & entertainment to hundreds of audience members.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The reserves below ensure the choir is in a strong financial position. Of the total, £12373k is held as a committed reserve to help fund future uniform purchase.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Reserves. Are that part of our unrestricted funds that is freely available to spend on any of our purposes. The items excluded from reserves are:</p> <ul style="list-style-type: none"> <li>• tangible fixed assets used to carry out the charity's activities, such as our keyboard.</li> <li>• investments held solely to further the charity's purposes.</li> <li>• designated funds set aside to meet essential future spending, such as funding a project that could not be met from regular income.</li> <li>• commitments that have not been provided for as a liability in the accounts.</li> </ul> <p>In determining the level of reserves required we will follow the "4 C's" principal:- Cash flow, Commitment, Contingency &amp; Conservation Cash flow To ensure we will always have sufficient funds to pay our core liabilities where income is significantly reduced. For example, due to falling membership or a pandemic. Commitment Funds required and set aside for a known future significant project that cannot be covered from annual income. Contingency Essential unexpected unplanned expenditure that cannot be funded from routine income. This might also include losses from an under attended concert for example. Conservation Funds considered prudent to hold to ensure we can fulfil our legal responsibilities in fulfilment of our charitable objects. For example, to fund donations where we have been unable to generate funds to donate to charity from the proceeds of concerts as part of our charitable objectives.</p> <p>Levels of Reserves Charity Commission guidance acknowledges that there is no specific formula for calculating what a reasonable level of reserves might be. Our target level of reserves may be expressed as a target figure or a target range and will be informed by:</p> <ul style="list-style-type: none"> <li>• Our forecasts for levels of income for the current and future years, taking into account the reliability of each source of income and the prospects for developing new income sources</li> <li>• Our forecasts for expenditure for the current and future years on the basis of planned activity</li> <li>• Analysis of any future needs, opportunities, commitments or risks, where future income alone is likely to fall short of the amount of the anticipated costs</li> <li>• Assessment, on the best</li> </ul>

		evidence reasonably available, of the likelihood of a shortfall arising which means that reserves are necessary, and the potential consequences for the charity of not being able to make up the shortfall. • A reasonable “buffer” to allow for the unknown unknown
Amount of reserves held	Para 1.22	We held £28935 in our Barclays Bank accounts
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Members' subscriptions, concert income, Gift Aid & Grants
Investment policy and objectives including any social investment policy adopted	Para 1.46	A full review took place this year to formulate or Reserves policy and this was approved at the AGM in October 2024
A description of the principal risks facing the charity	Para 1.46	Loss of income from below expected concert income. Loss of members Loss of MD
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed annually by democratic vote of all choir members at the AGM

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/a
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>All officers and committee members will be elected by democratic vote at the AGM.</p> <p>The Officers of the Choir shall be the Chairman, Deputy Chairman, Treasurer, General Secretary and the Librarian who must be full members of the Choir.</p> <p>The Committee consists of the officers and not fewer than four nor more than eight other full members amongst whom, so far as is possible, shall be a representative of each section of the Choir (First Tenor, Second Tenor, Baritone and Bass), the Membership Secretary, Concert Secretary and Social Secretary. The President, the Director of Music, the Deputy Director of Music and the Assistant Director of Music, if appointed, (and others as required) shall be ex officio members of the Committee but without voting rights.</p> <p>The Committee shall appoint the Director of Music. 6.2 The Director of Music, will if required, select a Deputy Director and/or an Assistant Director of Music whose name will be put to the Committee for ratification. From time to time the Director of Music may ask others to deputise as required.</p> <p>Concerts and Music are handled by sub committees</p> <p>The AGM is held in October annually</p>
Relationship with any related parties	Para 1.51	N/A

Other		
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### Reference and Administrative details

Charity name	Romsey Male Voice Choir
Other name the charity uses	N/A
Registered charity number	1134638
Charity's principal address	8 Mount Temple Romsey Hants SO51 5UW

### **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	Kevin Cleary	Chairman		AGM
2	Jim Philbin	Vice Chairman		AGM
3	Robert Le Grice	Treasurer		AGM
4	Ron Taplin	General Secretary		AGM
5	Kelvin Dean	Librarian		AGM
6	Nigel Terry	Membership Secretary		AGM
7	Brian Cowcher	Section rep		AGM
8	Mick Hill	Section rep		AGM
9	Chris Maxey	Section rep		AGM
10	Bryan Bolton	Section rep		AGM
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

[illegible]

**Name of trustees holding title to property belonging to the charity**

[illegible]



## **Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

### **Additional information (optional)**

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

Type of adviser	Name	Address
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#### **Name of chief executive or names of senior staff members (Optional information)**

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### **Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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### **Other optional information**

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Robert John Le Grice	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	13/3/25.	

# ROMSEY MALE VOICE CHOIR

## SUMMARY OF INCOME & EXPENDITURE for the Period 1/8/2023 to 31/7/2024

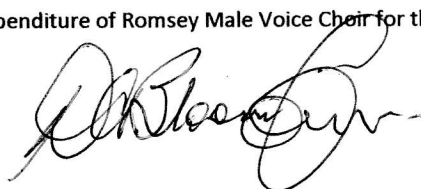
<u>EXPENDITURE</u>	£	<u>INCOME</u>	£
<b>DIRECT EXPENSES</b>			
MD Rehearsal Fees	3690.00	Member Subscriptions	13630.00
MD Concert Fees	1400.00	RMVC Concerts	1238.26
Accompanist Rehearsal Fees	2520.00	Non RMVC Concerts	230.00
Accompanist Concert Fees	900.00	Dinner Receipts	2601.00
Soloist	300.00	Coach Receipts	598.00
Music Purchases	1173.17	Ticket Source Receipts	1896.00
Venue Concert	583.85	Tourist Office Receipts	1296.00
Donations	2344.00	On the Door Receipts	995.00
Coach Payment	600.00	Concet Fee Income	1199.83
Dinner	2623.95	Receipts for Tickets	250.00
Ticket Payments	249.85	Concert Sponsorship/Advertising	210.00
Concert Refreshments	254.04	RMVC Member Donations	1915.70
Concert Printing	230.00	Uniform Sales	40.00
Concert Gifts	32.00	Concert Refreshment Sales	528.70
Fee to Guest Choir	525.00	Concert Raffles	827.80
SumUp Test Payment	1.00	Concert Bucket Collections/Donations	499.42
<b>Total Direct Expenses</b>	<b>17426.86</b>	Bank Interest	159.87
		Gift Aid	2372.79
<b>Overheads</b>		Other Income	1.00
Subscriptions	547.88	<b>Total Income</b>	<b>30489.37</b>
Postage & Carriage	2.75		
Office Stationery	28.74		
Bank Charges	0.02		
General Expenses	28.98		
Venue Rehearsal	1792.90		
Insurance	183.18		
Website	464.40		
<b>Total Overheads</b>	<b>3048.85</b>		
<b>Total Expenditure</b>	<b>20475.71</b>		
Surplus for year	10013.66		
Funds brought forward	18921.23	Barclays Community A/C at 31.7.24	5166.93
		Barclays Bus. Prem. A/C at 31.7.24	23767.96
Funds carried forward	<b>28934.89</b>	<b>Total at Bank</b>	<b>28934.89</b>

I have examined the accounts set out above and certify that in my opinion they give a true and fair view of the Income & Expenditure of Romsey Male Voice Choir for the 12 month period to 31 July 2024

David Bloomfield

Honorary Auditor

16 August 2024



# ROMSEY MALE VOICE CHOIR

## SUMMARY OF INCOME & EXPENDITURE for the Period 1/8/2023 to 31/7/2024

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