

# PAKEFIELD SINGERS

England & Wales - Charity number 1141091

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2011-04-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 592 London Road South  
Lowestoft  
Suffolk  
NR33 0LF

**Phone** 01502722906

**Email** [pakefieldsingers@gmail.com](mailto:pakefieldsingers@gmail.com)

**Website** [www.pakefieldsingers.com](http://www.pakefieldsingers.com)

## Activities

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**Objects:** THE PROMOTION OF SUCH CHARITABLE PURPOSES AS FOR THE TIME BEING WHICH ARE CHARITABLE PURPOSES ACCORDING TO THE LAW OF ENGLAND AND WALES

**Activities:** Promotion of singing as an educational pursuit and enabling people who have never sung before to learn new skills and vocal techniques . We aim to advance our singing repertoire and encourage all age groups to sing .

## Classification

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- **How:** Makes Grants To Organisations
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- Norfolk
- Suffolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£30,272	£30,341	-	-
2024-06-30	£31,561	£21,163	-	-
2023-06-30	£26,821	£27,782	-	-
2022-06-30	£22,030	£20,596	-	-
2021-06-30	£28,424	£27,165	-	-

## Trustees

Name	Role	Appointed
<b>CHRISTINE MARY MASON</b>	Chair	2011-04-01
Alexandra Atherton		2019-05-16
Annette Betts		2022-09-21
Janette Cousins		2025-09-24
John Ward		2026-03-23
Joy Marsh		2025-09-24
Judy Dean		2025-09-25
Julie Oxborough		2021-09-29
<b>PATRICIA MARY WALMSLEY</b>		2021-09-29
Rheanne Kelly		2025-09-24
Sarah Porter		2025-09-24

**PAKEFIELD SINGERS**

England & Wales - Charity number 1141091

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# Accounts

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**Independent Examiner's report to the trustees of The Pakefield Singers (C.No.1141091)**

I report to the trustees on my examination of the accounts of the Society for the year ended 30 June 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

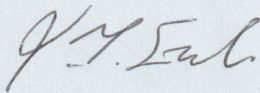
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts do 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.



J.T.Eade M.A.,C.P.F.A.

Rowan Bank  
Lowestoft Road  
Beccles  
Suffolk  
NR34 7DE  
4<sup>th</sup> August 2025

**PAKEFIELD SINGERS  
BALANCE SHEET 2024/25**

As at 30th June 2025

<b>FIXED ASSETS</b>		£	£
Agroco Trailer (new 2023)		5,802.00	
Addition Padlocks		66.54	
Total		5,868.54	
	Less Depreciation @ 10%	586.85	
		5,281.69	
	Less Depreciation @ 10%	528.17	<b>4,753.52</b>
Revostage (new 2018)plus additions (2022)		4,107.65	
	Less Depreciation @ 18%	739.38	<b>3,368.27</b>
Lighting Kit (2014) supplemented 2022		440.11	
	Less Depreciation @ 10%	44.01	<b>396.10</b>
Keyboard, stand and 2 pedals (2020)		176.08	
	Less Depreciation @ 25%	44.02	<b>132.06</b>
Keyboard, stool, case & stand (2022)		286.45	
	Less Depreciation @ 25%	71.61	<b>214.84</b>
Printer		160.32	
	Less Depreciation @ 25%	40.08	<b>120.24</b>
Keyboard Bags ( New 2014)		63.74	
	Less Depreciation @ 10%	6.37	<b>57.37</b>
Keyboard Trolley New 2014)		13.59	
	Less Depreciation @ 10%	1.36	<b>12.23</b>
Portable voice amplifier		13.81	
	Less Depreciation @ 25%	3.45	<b>10.36</b>
Percussion Set		22.82	
	Less Depreciation @ 20%	4.56	<b>18.26</b>
Uniforms		56.30	
	Less Depreciation @ 33%	18.58	<b>37.72</b>
Revostage (new 2018)		241.02	
	Less Depreciation @ 18%	43.38	<b>197.64</b>
Cables		12.57	
	ub 25%	3.14	<b>9.43</b>
Stool		29.31	
	Less depreciation @ 25%	7.33	<b>21.98</b>
Storage bags		18.92	
	Less depreciation @ 25%	4.73	<b>14.19</b>
<b>Total</b>			<b>9,364.21</b>
<b>CURRENT ASSETS</b>			
<b>Bank</b>	Current Account	22,025.81	
	Step Saver Account	535.47	
<b>CCLA Deposit Account</b>		3,830.61	
<b>Cash</b>		0.25	
		<b>26,392.14</b>	
<b>CURRENT LIABILITIES</b>			
<b>Creditors - unrepresented cheques</b>		-206.00	
<b>Bills Awaited</b>		0.00	<b>26,186.14</b>
<b>Balance at 30 June 2025</b>			<b>26,186.14</b>
<b>Total Assets</b>			<b>35,550.35</b>
<b>ACCUMULATED FUND</b>			
Balance at 30th June 2024			36,255.32
Less payments over receipts			-69.18
Add receipts over payments			0.00
<b>Balance at 30 June 2025</b>			<b>36,186.14</b>

**Pakefield Singers Receipts & Payments 2024/2025**

	<b>Current Year at 30/6/2025</b>	<i>Year Ended 30-Jun-24</i>	
<b>RECEIPTS</b>		£	£
Subscriptions	10,108.51	9,749.92	
Concert Income	12,304.49	5,390.25	
Singing Days	360.00	0.00	
Hire of Uniforms	15.00	21.00	
Fundraising	686.20	80.79	
100 Club	420.00	400.00	
Gift Aid Tax Refund	4,221.02	1,472.80	
Grants	402.00	598.00	
Donations	351.00	11,168.10	
Miscellaneous & Sales	870.99	2,549.04	
Interest	533.03	131.10	
	0.00		
	<b>30,272.24</b>		<b>31,561.00</b>
<b>PAYMENTS</b>			
Musical Director	4,595.50	3,997.00	
Accompanist	2,427.70	2,642.00	
Hire of Hall	2,607.50	2,259.50	
Music	1,165.85	1,748.64	
Concert Expenses	15,924.54	6,711.32	
Singing Days	492.00	797.00	
Miscellaneous	2,279.15	1,672.28	
Insurance & Making Music	468.00	583.07	
Music & Drama Subs	156.00	153.60	
100 Club prizes	150.00	150.00	
Administration	75.18	448.26	
	ub	<b>30,341.42</b>	<b>21,164.96</b>
<b>LESS PAYMENTS OVER RECEIPTS</b>		<b>-69.18</b>	<b>10,396.04</b>
Opening Funds	26,255.32		<b>15,857.11</b>
Closing Funds	26,186.14	<b>-69.18</b>	<b>26,255.32</b>
		<i>30-Jun-25</i>	<i>30-Jun-24</i>
<b>SUMMARY OF FUNDS</b>			
Current Account	22,025.81		14,210.35
Unpresented Cheques	-206.00		-1,795.88
Step Saver Account	535.47		527.87
CCLA Deposit Ac	3,830.61		13,305.18
Cash in Hand	0.25		7.80
Debtors	0.00		0.00
<b>Total Funds</b>	26,186.14		<b>26,255.32</b>
<b>REDUCTION IN FUNDS</b>	<b>-69.18</b>	<b>INCREASE IN FUNDS</b>	<b>10,398.21</b>
<b>SUMMARY OF STEP SAVER ACCOUNT.</b>			
Balance @ 30th June 2024	527.87		520.72
Interest, Sept, Dec, Mar, Jun	7.60		7.15
Final balance	535.47		527.87
<b>SUMMARY OF COIF CHARITIES DEPOSIT FUND.</b>			
Balance @ 30th June 2024	3,305.18		3,181.23
Interest, Sept, Dec, Mar, Jun	525.43		123.95
Final balance	3,830.61		3,305.18
<b>NOTES:</b>			
<b>Last year's COIF balance corrected</b>			
<b>Last Bank Reconciliation: 30/06/2025</b>			
<b>Petty Cash carry over corrected to £7:80</b>			

## **PAKEFIELD SINGERS**

### **AGM 2025**

#### **REPORT OF ACTING TREASURER**

The Statement of Accounts and Balance Sheet has been circulated with the AGM papers. The accounts and supporting vouchers have been submitted to John Eade our Independent Examiner of Accounts and his certificate is attached.

I would like to express my thanks to John for completing his work so promptly and for his associated informal observations and advice.

The Statement of Accounts shows a small overall deficit of £69.18. However, it should be noted that the Gift Aid receipts were £2,748.22 more than the previous year. This was due to us being able to claim Gift Aid on the donation we received towards the Snape concert. It will not be available in 2025/26. The underlying deficit should be read as being increased by that amount and is mainly attributable to costs of the Snape concert that fell in this year rather than the previous year.

If the above extra amount of Gift Aid and concert receipts and payments are ignored, Members Subs and the excellent Fundraising efforts meet the other running costs.

There was a full record of Petty Cash expenditure but the previous year's records did not enable the carried forward Petty Cash Balance from the previous year to be verified. A correction figure of £2.41 has been added to the accounts as otherwise the difference in funds would disagree by that amount with the difference between receipts and payments. Correcting this now will avoid the same happening at the end of 2025/26.

Tony Walmsley

**PAKEFIELD SINGERS**

England & Wales - Charity number 1141091

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# Accounts

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# Charity Commission Annual Return 2024

## PAKEFIELD SINGERS

Charity registration number: 1141091

**Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.**

**This document is a record of the information provided in the Annual Return 2024.**

### Financial period

**Financial period start date****Financial period end date**

### Income and spending

**Income £****Spending £**

### Number of contracts from government

How many contracts (other than grant agreements) did your charity receive from central government or a local authority during the financial period for this return?

0

## Number of grants from government

How many grants did your charity receive from central government or a local authority during the financial period for this return?

1

## Value of grants from government

What was the total value of the grants received from central government or a local authority during the financial period for this return?

£598

## Income breakdown

**Donations and legacies (excluding Endowments Received)**

£11,098

**Charitable activities**

£20,463

**Other trading activities**

£0

**Investments**

£0

**Other**

£0

## Grantmaking

Is grant making the main way your charity carries out its purposes?

No

## Recipients of grants

Please round all figures to the nearest pound (do not enter decimal points or commas). Individuals

£0

Other charities

£0

Other organisations that are not charities

£0

## Trustee payments

Excluding out of pocket expenses, for what were any of the trustees paid during the financial period for this return?

e. None of the trustees have been paid

Did any of the trustees resign and take up employment with your charity in the financial period of this return?

No

## Income from outside the UK

Did your charity receive income from outside of the United Kingdom in the financial period of this return?

No

## Delivering activities outside the United Kingdom

**Did your charity deliver charitable activities outside of the United Kingdom in the financial period of this return?**

No

## Spending outside England & Wales

**Did your charity spend funds outside of the United Kingdom in the financial period of this return?**

No

## Trading subsidiaries

**Does the charity have any trading subsidiaries?**

No

## Charity contact details correct

**Is the contact address displayed from the Register of Charities, correct?**

Yes

## Charity headquarters details correct

**Is this the same address that you use as your charity's administrative headquarters?**

Yes

## Charity contact address

592 London Road South

Lowestoft

Suffolk

NR33 0LF

## Charity Headquarters address

592 London Road South

Lowestoft

Suffolk

NR33 0LF

## Property

**Were any of your charity's properties held by holding or custodian trustees on behalf of your charity (excluding the Official Custodian) during the financial period for this return?**

No

## Membership type

**Is your charity part of a wider group structure with a parent body and subsidiary bodies?**

no, the charity is not part of a wider group structure

## Employment contract types

**People were permanently employed by your charity**

0

**People were on fixed-terms contracts with your charity**

0

**Self-employed people were working for your charity**

0

## Governance policies

### Internal charity financial controls policy and procedures

Yes

### Safeguarding policy and procedures

Yes

### Financial reserves policy and procedures

Yes

### Complaints policy and procedures

Yes

### Serious incident reporting policy and procedures

Yes

### Internal risk management policy and procedures

Yes

### Trustee expenses policy and procedures

No

### Trustee conflicts of interest policy and procedures

No

### Investing charity funds policy and procedures

No

### Campaigns and political activity policy and procedures

No

### Bullying and harassment policy and procedures

Yes

### Social media policy and procedures

No

### Engaging external speakers at charity events policy and procedures

No

## Serious Incidents

Has your charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of this return?

There were no incidents to report

## External risk and impact

**Donations,**

Negative

**Other income - grants**

Positive

**Other income - contracts**

Unknown/No Change/Not Applicable

**Other income - investment**

Unknown/No Change/Not Applicable

**Expenditure on charitable activities**

Negative

**Expenditure on overheads**

Unknown/No Change/Not Applicable

**Number of volunteers**

Unknown/No Change/Not Applicable

**Number of employees**

Unknown/No Change/Not Applicable

**Number of trustees**

Unknown/No Change/Not Applicable

**Fundraising activities**

Negative

**Capacity to deliver services**

Negative

**Total service demand**

Unknown/No Change/Not Applicable

**Volunteers**

Excluding trustees, provide an estimate of the number of volunteers who carried out charitable activities on behalf of your charity in the United Kingdom during the financial period of this return?

70

**Privacy statement**

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;

**(c) data analysis, testing, research, statistical and survey purposes**

**Information we receive from other sources.**

**Information we receive from other sources**

**We may combine this information with information you give to us and information we collect about you.**

**We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).**

**We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.**

**The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.**

**As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.**

**Please check back frequently to see any updates or changes to our privacy policy.**

## Declaration

**Your role at the charity (select one):**

Other

<b>Given names</b>	PATRICIA
<b>Family name</b>	CAPLIN
<b>Telephone number</b>	07800927494
<b>Email</b>	patticaplin@icloud.com
<b>Date submitted</b>	03/03/2025

**It is a criminal offence under section 60 of the Charities Act 2011 for anyone to knowingly or recklessly provide false or misleading information to the commission; this includes suppressing, concealing or destroying documents.**

**PAKEFIELD SINGERS  
BALANCE SHEET 2023/24**

As at 30th June 2024

<b>FIXED ASSETS</b>	£	£
Agroco Trailer (new 2023)	5,802.00	
Additions- padlocks	66.54	
<b>Total</b>	<b>5,868.54</b>	
Less Depreciation @ 10%	586.85	<b>5,281.69</b>
Revostage (new 2018) plus additions (2022)	5,009.33	
Less Depreciation @ 18%	901.68	<b>4107.65</b>
Lighting Kit (2014) supplemented 2022	489.01	
Less Depreciation @ 10%	48.90	<b>440.11</b>
Keyboard, stand and 2 pedals (2020)	234.77	
Less Depreciation @ 25%	58.69	<b>176.08</b>
Keyboard, stool, case & stand (2022)	381.94	
Less Depreciation @ 25%	95.49	<b>286.45</b>
Printer	213.75	
Less Depreciation @ 25%	53.43	<b>160.32</b>
Keyboard Bags ( New 2014)	70.83	
Less Depreciation @ 10%	7.08	<b>63.75</b>
Keyboard Trolley New 2014)	15.10	
Less Depreciation @ 10%	1.51	<b>13.59</b>
Portable voice amplifier	18.41	
Less Depreciation @ 25%	4.60	<b>13.81</b>
Percussion Set	28.52	
Less Depreciation @ 20%	5.70	<b>22.82</b>
Uniforms	84.03	
Less Depreciation @ 33%	27.73	<b>56.30</b>
Revostage (new 2018)	358.45	
Less Depreciation @ 18%	64.52	<b>293.93</b>
Cables	16.76	
Less depreciation @ 25%	4.19	<b>12.57</b>
Stool	39.08	
Less depreciation @ 25%	9.77	<b>29.31</b>
Storage bags	25.23	
Less depreciation @ 25%	6.31	<b>18.92</b>
<b>Total</b>		<b>10,977.30</b>
<b>CURRENT ASSETS</b>		
<b>Bank</b>	Current Account	14,210.35
	Step Saver Account	527.87
<b>COIF Deposit Account</b>		13,305.18
<b>Cash</b>		7.92
		<b>28,051.32</b>
<b>CURRENT LIABILITIES</b>		
<b>Creditors - unrepresented cheques</b>		-1,795.88
<b>Bills Awaited</b>		0.00
		<b>26,255.44</b>
<b>Balance at 30 June 2023</b>		<b>26,255.44</b>
<b>Total Assets</b>		<b>37,232.74</b>

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**ACCUMULATED FUND**

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Balance at 30th June 2024	15,857.11
Less payments over receipts	10,398.33
Add receipts over payments	0.00
<b>Balance at 30 June 2024</b>	<b>26,255.44</b>

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## **Independent Examiner's report to the trustees of The Pakefield Singers (C.No.1141091)**

I report to the trustees on my examination of the accounts of the Society for the year ended 30 June 2024.

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

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

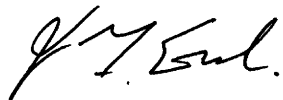
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I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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J.T.Eade M.A.,C.P.F.A.

Rowan Bank  
Lowestoft Road  
Beccles  
Suffolk  
NR34 7DE  
20<sup>th</sup> August 2024

**PAKEFIELD SINGERS**

England & Wales - Charity number 1141091

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# Accounts

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## Trustees' Annual Report for the period

From 01.07.2222  
Period end date

Period start date To 30.06.23

**Charity name: Pakefield Singers**

**Charity registration number: 1141091**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance, improve, develop and maintain public education and appreciation of the art and science of choral music by introducing people of all ages to choral music.
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	Objectives fulfilled by performing in a wide range of venues appropriate to the great variety of music in the choir's repertoire and by organising occasional singing workshops open to choir members and others, to develop the musical skills of local singers and to promote high quality performances.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The charity is helped from time to time by the voluntary assistance of a number of supporters in providing logistical support at concerts, fund-raising events and promotion of the choir's activities.

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	Four concerts presented in four different venues across the area, with a wide range of music performed to a high standard, and also a well-attended community singing day organised to encourage active participation in the arts. The mental health and wellbeing of choir members is being promoted by the experience of singing with others, and audiences have benefitted from having the opportunity to hear live performances.	

### 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 charity is in a sound position financially at present.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A copy of the charity's Reserves Policy is sent separately
Amount of reserves held	Para 1.22	£15,857.11
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### 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	Membership subscriptions and in house fund-raising efforts
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	n/a
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution drawn up in 2013 and amended 2011 and 2015
How is the charity constituted? (e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	Unincorporated association
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 or reappointed annually in accordance with the Constitution at the Annual General Meeting held in September.

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Pakefield Singers
Other name the charity uses	
Registered charity number	1141091
Charity's principal address	c/o 16 Gorse Lane, Reydon, Southwold, Suffolk IP18 6NG until February 2023.



## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

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

Type of adviser	Name	Address

#### 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)

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Full name(s)

Anthony Walmsley

Anthony Walmsley	
------------------	--

Position (eg Secretary,  
Chair, etc)

Interim Treasurer

Interim Treasurer	
-------------------	--

Date

September 2023

September 2023
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## **Pakefield Singers**

### **Committee Meeting 25<sup>th</sup> July 2023**

#### **Treasurer's Report**

##### **Outturn 2022/23 and Budget 2023/24**

The actual end-of-year figures are close to those we estimated for the June Committee meeting and as such there is nothing significant that warrants reconsidering the decisions taken then.

We hoped at the June meeting that it would be possible to negotiate a reduction of the Church's new Hall hire charge from £17 per hour to £15 and that has proved successful and is a saving of £282. There was also a small improvement on the receipts side of £335. Together these sums reduced the budgeted deficit for 2023/24 from the £1,003 we had at the last meeting to a projected deficit of £386. The budget allows for combined concert losses in the region of £2,300.

Membership subscriptions were short by £386. One member paid nothing despite being reminded twice in the last term and promising to pay by the end of June accounting for £132. Three other members attended a few rehearsals only and paid for only one term, accounting for £220. The remainder was made up of small amounts where 14 members did not increase their standing orders quickly enough to cover the subs increase that was announced at the AGM and did not top-up payments to cover the shortfall. This accounted for £34. These can be carried forward to the new year. Two members paying monthly did adjust for the subs increase and overpaid slightly and Two members paid too much in error, which will be carried forward to 2023/24. It is also suggested that individual arrears of subs be carried forward.

The trailer fund reached £7,875 and so far, £5,889 of that has been spent.

The Receipts and Payments and Movement of Funds Statement is attached with a detailed breakdown of the figures making up the Concerts and Music headings. Total Funds are £15,825 but that includes £1,986 which was raised for the trailer fund and has not been spent making the unrestricted cash balance £13,837. The Balance Sheet and draft budget are also attached.

<b>Pakefield Singers Receipts &amp; Payments 2022/2023</b>				
	<b>Current Year at 30/6/2023</b>			<i>Year Ended</i> 30-Jun-22
<b>RECEIPTS</b>				£
				£
Subscriptions	8,844.05			8,008.75
Concert Income	7,536.47			4,557.45
Singing Days	1,325.05			28.00
Hire of Uniforms	47.50			86.50
Fundraising	714.97			246.54
100 Club	420.00			380.00
Gift Aid Tax Refund	1,057.51			1,237.72
Grants	5,200.00			1,500.00
Donations	540.67			5,142.02
Paris tour	0.00			0.00
Miscellaneous & Sales	1,050.42			837.40
Interest	84.51			5.74
	0.00			
		<b>26,821.15</b>		<b>22,030.12</b>
<b>PAYMENTS</b>				
Musical Director	5,168.81			6,049.90
Accompanist	2,525.00			3,051.75
Hire of Hall	1,430.00			1,620.00
Music	826.06			1,104.94
Concert Expenses	9,843.40			3,104.09
Singing Days	632.90			76.00
Miscellaneous	6,144.27			4,650.25
Insurance & Making Music	614.60			310.27
Music & Drama Subs	153.60			0.00
100 Club prizes	195.00			100.00
Administration	248.26			528.55
		<b>27,781.90</b>		<b>20,595.75</b>
<b>LESS PAYMENTS OVER RECEIPTS</b>		<b>-960.75</b>		<b>1,434.37</b>
Opening Funds	16,817.86			15,383.49
Closing Funds	15,857.11	<b>-960.75</b>		<b>16,817.86</b>
				30-Jun-22
<b>SUMMARY OF FUNDS</b>				
Current Account	12,294.74			13,383.00
Unpresented Cheques	-147.50			-190.50
Step Saver Account	520.72			518.55
COIF Deposit Ac	3,181.23			3,098.89
Cash in Hand	7.92			7.92
Debtors	0.00			0.00
<b>Total Funds</b>	<b>15,857.11</b>			<b>16,817.86</b>
<b>REDUCTION IN FUNDS</b>				
<b>SUMMARY OF STEP SAVER ACCOUNT.</b>				
Balance @ 30th June 2021	518.55			518.48
Interest, Sept, Dec, Mar, Jun	0.45			0.07
Less transfers to COIF Deposit Ac				
Final balance	519.00			518.55
<b>SUMMARY OF COIF CHARITIES DEPOSIT FND.</b>				
Balance @ 30th June 2022	3181.23			3093.22
Interest, Sept, Dec, Mar, Jun	82.34			5.67
Plus transfers from Barclays				
Less transfers to Barclays				
Final balance	3263.57			3098.89
<b>NOTES:</b>				
<b>Bills awaited total approx</b>		<b>0.00</b>		
<b>Estimated Total Funds</b>		<b>0.00</b>		
<b>Last Bank Reconciliation:</b>		<b>30/04/2023</b>		

**Detailed Breakdown - 2022/23**

<b>Payments</b>		<b>Receipts</b>	
<b>Music</b>	<b>559.39</b>		<b>107.70</b>
Choir Sets	392.95		
Folio Losses	28.51		
Hire Sets	112.00		
Photocopying	25.93		
For Sale to Members	266.67	Sale to Members	107.70
<b>Concerts</b>	<b>9,843.40</b>		<b>7,536.47</b>
Venue	1,469.00	Tickets	7,369.97
Musicians	4,453.70	Programmes	18.00
Soloists	1,059.40	Adverts	34.00
Music Director	1,572.72	Guest Singers	90.00
Extra Rehearsals	100.00	Drinks	24.50
Media & Programmes	949.77		
Drinks	238.81		
<b>PL2 Concerts</b>	<b>9,843.40</b>	<b>PL2 Concerts</b>	<b>7,536.47</b>

**Concerts Losses 2,306.93**

**PAKEFIELD SINGERS  
BALANCE SHEET 2022/23**

As at 30th June 2023

<b>FIXED ASSETS</b>		£	£
Trailer		21.46	
	Less Depreciation @ 25%	5.37	<b>16.09</b>
Agroco Trailer (new 2023)		5,802.00	
	Less Depreciation @		<b>5,802.00</b>
Revostage (new 2018)plus additions (2022)		6,108.94	
	Less Depreciation @ 18%	1,099.61	<b>5009.33</b>
Lighting Kit (2014) supplemented 2022		543.34	
	Less Depreciation @ 10%	54.33	<b>489.01</b>
Keyboard, stand and 2 pedals (2020)		313.03	
	Less Depreciation @ 25%	78.26	<b>234.77</b>
Keyboard, stool, case & stand (2022)		509.25	
	Less Depreciation @ 25%	127.31	<b>381.94</b>
Printer		285.00	
	Less Depreciation @ 25%	95.00	<b>190.00</b>
Keyboard Bags ( New 2014)		78.69	
	Less Depreciation @ 10%	7.87	<b>70.82</b>
Keyboard Trolley New 2014)		16.78	
	Less Depreciation @ 10%	1.68	<b>15.10</b>
Portable voice amplifier		24.01	
	Less Depreciation @ 25%	6.00	<b>18.01</b>
Percussion Set		35.65	
	Less Depreciation @ 20%	7.13	<b>28.52</b>
Uniforms		125.42	
	Less Depreciation @ 33%	41.39	<b>84.03</b>
Revostage (new 2018)		437.13	
	Less Depreciation @ 18%	78.68	<b>358.45</b>
Cables		27.80	
	Less depreciation @ 25%	2.00	<b>25.80</b>
Stool		52.11	
	Less depreciation @ 25%	17.37	<b>34.74</b>
Storage bags		33.64	
	Less depreciation @ 25%	11.21	<b>22.43</b>
<b>Total</b>			<b>12,781.04</b>
<b>CURRENT ASSETS</b>			
<b>Bank</b>	Current Account	12,294.74	
	Step Saver Account	520.72	
<b>COIF Deposit Account</b>		3,181.23	
<b>Cash</b>		7.92	
		<b>16,004.61</b>	
<b>CURRENT LIABILITIES</b>			
<b>Creditors - unrepresented cheques</b>		-147.50	
<b>Bills Awaited</b>		0.00	<b>15,857.11</b>
<b>Balance at 30 June 2023</b>			<b>15,857.11</b>
<b>Total Assets</b>			<b>28,638.15</b>
<b>ACCUMULATED FUND</b>			
Balance at 30th June 2022			16,817.86
Less payments over receipts			-960.75
Add receipts over payments			0.00
<b>Balance at 30 June 2023</b>			<b>15,857.11</b>

**PAKEFIELD SINGERS DRAFT BUDGET 2023/24**

<b>RECEIPTS</b>	<b>Estimated 22/23</b>	<b>Actual 22/23</b>	<b>Budget 23/24</b>	<b>Comments</b>
	<b>£</b>		<b>£</b>	
Subscriptions	8,525	8,844	10,050	67 members @£150
Concert Income	7,865	7,536	7,865	As estimated 22/23
Singing Days	1,325	1,325	1,300	Assume will repeat
Hire of Uniforms	22	48	22	
Fundraising	571	715	715	
100 Club	420	420	420	
Gift Aid Tax Refund	1,058	1,058	1,152	
Grants	5,200	5,200	0	Trailer Purchase complete
Donations	531	541	530	
Miscellaneous & Sales	934	1,050	1,100	
Interest	11	85	12	
<b>Totals</b>	<b>26,461</b>	<b>26,821</b>	<b>23,166</b>	
<b>After allowing for trailer grants</b>	<b>21,261</b>	<b>21,621</b>		
<b>PAYMENTS</b>				
	<b>£</b>		<b>£</b>	
Musical Director	5,825	5,169	6,099	@ 4.7% increase
Accompanist	2,592	2,525	2,714	@ 4.7% increase
Hire of Hall	1,180	1,430	2,115	@ £15 p.h for 3 hrs negotiated down from £17
Music	612	826	500	Some hire & printing
Concert Expenses	10,080	9,843	10,200	repeat 22/23 inc 4.7 % on prof fees
Singing Days	633	633	663	assuming repeat of 22/23 + 4.7%
Miscellaneous	5,999	6,144	110	Trailer Purchase £5,889
Insurance & Making Music	615	615	620	
Music & Drama Subs		154	161	£2.40 per member (For Music Hire)
100 Club prizes	150	195	150	£45 late payment for 21/22
Administration	210	248	220	
<b>Totals</b>	<b>27,896</b>	<b>27,782</b>	<b>23,552</b>	
<b>After allowing for trailer purchase</b>	<b>22,007</b>	<b>21,893</b>		
<b>RECEIPTS OVER PAYMENTS</b>	<b>-746</b>	<b>-272</b>	<b>-386</b>	

**Not shown above:**

A combination of grants received and PS fundraising events has raised sufficient funds to purchase a replacement trailer to house and transport the concert staging  
The money has been held in reserves and £1,986.46 remains to be spent

## **Independent Examiner's report to the trustees of The Pakefield Singers (C.No.1141091)**

I report to the trustees on my examination of the accounts of the Society for the year ended 30 June 2023.

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

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

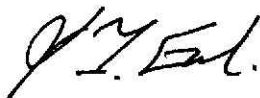
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.
3. the accounts do 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.



J.T.Eade M.A.,C.P.F.A.

Rowan Bank  
Lowestoft Road  
Beccles  
Suffolk  
NR34 7DE  
25<sup>th</sup> August 2023

**PAKEFIELD SINGERS**

England & Wales - Charity number 1141091

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# Accounts

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## Trustees' Annual Report for the period

From 01.07.2020

To 30.06.2021

Charity name: Pakefield Singers

Charity registration number: 1141091

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance, improve, develop and maintain public education and appreciation of the art and science of choral music by introducing people of all ages to choral music,
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	Objectives fulfilled by performing in a wide range of venues appropriate to the great variety of music in the choir's repertoire and by organising occasional singing workshops open to choir members and others, to develop the musical skills of local singers and to promote high quality performances.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grants to cover the subscription of singers under 18
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The charity is helped from time to time by the voluntary assistance of a number of supporters in providing logistical support at concerts, fund-raising events and promotion of the choir's activities.

Other		
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## 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	Scheduled concerts were cancelled because of Covid. Nevertheless the choir continued to rehearse by Zoom and otherwise with a view to performing for the community when possible and to maintain the mental health of members. This culminated in a short outside performance in July 2021 attended by a number of the local community.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Despite the curtailment of performances rehearsals continued in some form or other, Zoom, outside and inside, culminating in a short outdoor performance.
Performance of fundraising activities against objectives set	Para 1.41	The only fund-raising is internal in the form of bring and buy sales, quizzes etc. These have been severely curtailed.
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 charity is in a sound position financially at present. Outgoings have been less because of the restriction of activities but this will enable the Trustees to consider both large- and small-scale projects when restrictions ease.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds nominal reserves.
Amount of reserves held	Para 1.22	Nominal.
Reasons for holding zero reserves	Para 1.22	The Trustees do not consider there is a requirement to hold extensive reserves.
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution drawn up in 2013 and amended 2011 and 2015.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association.
Trustee selection methods	Para 1.25	Trustees are appointed or reappointed annually in accordance with the constitution at the Annual General Meeting usually held in September but held over till November this year by Zoom because of the pandemic.

### 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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Pakefield Singers
Other name the charity uses	
Registered charity number	1141091
Charity's principal address	c/o 16 Gorse Lane, Reydon, Southwold, Suffolk IP18 6NG



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

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

**Additional information (optional)**

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

Type of adviser	Name	Address

**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

--

**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

<b>Signature(s)</b>		
<b>Full name(s)</b>	Shirley Elizabeth Smith	<i>Shirley E. Smith</i>
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	29.09.2021	