



## Trustees' Annual Report for the period

From 01-02-2020      Period start date    To 31-01-2021      Period end date

Charity name: CADISHEAD PUBLIC BAND

Charity registration number: 1143814

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The Charity's objectives are:</p> <ul style="list-style-type: none"><li>a) to promote the education and training of the public in the playing of brass instruments and their appreciation of brass band music,</li><li>b) to encourage public appreciation and understanding of brass band music, and</li><li>c) to stimulate interest in the art of the Brass Band for the benefit of the public generally, and especially in the district of Cadishead and its localities, by the presentation of concerts, performances and other activities as the Trustees shall determine.</li></ul>
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	<p>During 2020, due to the Covid restrictions, the Band has not been able to perform in public.</p> <p>Our project in local schools was brought to a halt and only one-on-one tuition by professional teachers took place when allowed by the government rules. Several members of the Band have played outside homes for the elderly when allowed.</p> <p>The Band Room has received an overhaul to ensure that it was safe to use by our tenants and Risk Assessments were produced for all allowed activities.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees always have regard for the guidance issued by the Charity Commission, but events have decreed that the guidance from the Government takes precedence due to the Covid pandemic. We have been guided by Brass Band England on all matters relating to our responsibilities during these difficult times.
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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	This has been limited during the year. The Band is very reliant on support from the people of the district and from the Cadishead Public Band Supporters Group. Although the latter are not formally part of the Band, having their own committee and organisational structure, they do provide support at concerts, attend all our activities and organise fund raising events, the proceeds of which are spent on providing equipment or uniform items for the Band. Their help is appreciated by all members and they form an important part of the musical environment within the locality of Cadishead and Irlam.
Other		N/A

## 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	<p>Last year, we entertained around twelve thousand people. This year we have entertained less than one hundred.</p> <p>The Band has concentrated on keeping together, if at a distance, playing in smaller ensembles, in the Car Park, then latterly in the Band Room.</p> <p>The Band put a short service on their Facebook page to mark Armistice Sunday and in December , a short concert in place of our Christmas Show. The concert had over 15000 views.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our main objective was to keep the members together and protect their physical and mental health. We aimed to provide a safe environment in our Band Room for both musicians and other tenants and invested over £10000 on a new ventilation system. BBE's guidance was followed at all times and Risk Assessments prepared for all the uses of the Band Room.
Performance of fundraising activities against objectives set	Para 1.41	Our main fund raising comes from our Christmas Busking events which centre around the Trafford Centre and local stores. Following the onset of the pandemic, distinct objectives were not set, although a target of obtaining a surplus of input over spend was made.
Investment performance against objectives	Para 1.41	We invest in our members and only set individual targets.
Other		Eleven members of the Band have received DBS certificates. Two Trustees have attended courses operated by Brass Band England on Safeguarding.

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the financial year the Band had £40557 in the bank, achieved by hard work and by good financial management
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Cadishead Public Band has no formal policy on financial reserves, however, the Treasurer has always thought it prudent to ensure that reserves equal to one year's income exist in the banks.
Amount of reserves held	Para 1.22	£40557
Reasons for holding zero reserves	Para 1.22	N/a
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

### 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	<p>This year has been different to all others. During this financial year, significant funds have been secured from government and local grants.</p> <p>The Band wishes to express its thanks to the Salford City Council for rate relief on the buildings.</p>
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	Currently there are no risks to the Charity. However, in the future we face the issues that all traditional voluntary groups have, that of finding new members and persuading young people that it is better to play an instrument than spend time in front of a computer screen.
Other		Cadishead Public Band welcomes anyone who wishes to join, be they an experienced player or a complete beginner. Instruments and tuition are provided free of charge and when the player is ready to appear in public, a uniform will be provided, also free of charge.

## 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	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	Election by Members at the Annual General Meeting or co-opted by the elected Trustees to take advantage of special skills

### 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	There are no specialised policies and procedures for the Trustees. They are subject to the same regimes as all members.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Cadishead Public Band is a member of the North West Area Brass Band Association and benefits in knowledge and information from this link and others, to the brass band fraternity. The Band is well known within the northern Brass Band world. A representative from the Band attends the meetings of the Association. During the Pandemic, guidance from Brass Band England has been followed,
Relationship with any related parties	Para 1.51	The Band frequently exchanges players with other brass bands for individual events to increase awareness and camaraderie with similar organisations and deputise when players have other commitments [family, work, sickness etc]. Players also benefit by playing with bands from a higher section [division].
Other		

## Reference and Administrative details

Charity name	CADISHEAD PUBLIC BAND
Other name the charity uses	n/a
Registered charity number	1143814
Charity's principal address	Cadishead Public Band, Band Room and Community Hall, Locklands Lane, Irlam, Manchester M44 6RB

## 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	Ken Whitworth	Chairman		Members at the AGM
2	Dave Dee	Vice-Chairman		Members at the AGM
3	Des Finch	Treasurer		Members at the AGM
4	Tricia Wright	Secretary		Members at the AGM
5	Peter Bates			Members at the AGM
6	Alan John Blay			Members at the AGM
7	Jonny Baxter			Members at the AGM
8	Janice Lowndes	Safeguarding		Members at the AGM
9	Elaine Jones	Welfare		Members at the AGM
10	Harry Hudson			Co-opted by the Trustees
11				
12				
13				

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

Director name	N/A	

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

Trustee name	Dates acted if not for whole year	
Peter Bates		
Barbara Tynan	1-02-2020 – 09-08-2020	Deceased.
Kevin Barr		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
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
N/A		

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

N/A
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information

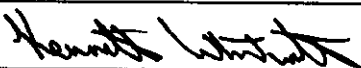
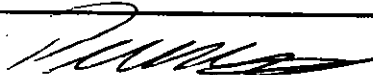
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Kenneth Whitworth	Patricia Maria Wright
Position (eg Secretary, Chair, etc)	Chairman	Secretary

Date 27<sup>th</sup> NOVEMBER 2021.

**THE ACCOUNTS OF THE CADISHEAD PUBLIC BAND FOR**

**THE YEAR ENDING THE 31<sup>ST</sup> JANUARY 2021**

**:-**

**Registered Charity Nr. 1143814**

**CONTENTS**

- 1. Statement of Financial Activities**
- 2. Balance Sheet**
- 3. Statement of Assets and Liabilities**

**Compilers:**

**Ken Whitworth - Chairman**

**Des Finch - Treasurer.**

**Independent Examiner: James Houghton**

**Cadishead Public Band,  
Bandroom and Community Centre,  
Locklands Lane,  
Irlam, Manchester M44 6RB**

## **1. Statement of Financial Activities.**

The Cadishead Public Band has had a difficult financial year due to the Covid pandemic. Due to good management, the generosity of our supporters and several Covid 19 grants, the Band managed to produce an income over expenditure figure of £4830.

The Band remains debt free.

For the year ending the 31<sup>st</sup> January 2021 income was £31810.87 and expenditure £26980.93 producing a surplus of £4829.94. It should be noted that the Band invested £15600 on changes to the building to make it Covid safe.

The Cadishead Public Band would like to extend our thanks and gratitude for the help given to us by the Hamilton Davis Trust.

Where possible due to Covid related restrictions, the building is now also being used by respectable groups for functions, rehearsals and meetings and the objective is to generate sufficient income to cover all costs related to the building and its use.

The Band did not have engagements this year, all were cancelled due to Covid. Income came from donations, the sale of unwanted instruments, room hire when possible and sizable Covid related grants.

The Balance Sheets provided here for the year ending the 31<sup>st</sup> January 2021 consists of Income and Expenditure items and details of the internal costing funds, namely a) the General Fund, b) the B Band Fund, c) the Andrew Cooke Memorial Fund which covers tuition activities, d) The Uniform Fund, e) the Concert Tour Fund, f) the Instrument Fund and g) the Building Fund.

The Band is looking forward to restarting playing engagements in 2021. At the end of the financial year on the 31<sup>st</sup> January 2021 the Band had a healthy bank balance.

The Balance Sheet has been:

- i) examined and approved by our Independent Examiner, James Houghton.
- ii) presented to the Deed Trustees and approved by correspondence on the 5th March 2021
- iii) presented to the Band's [Operational] Committee [Trustees] and approved by them at a ZOOM meeting on the 29<sup>th</sup> February 2021
- iii) presented to the Band's Annual General Meeting [by ZOOM] and accepted and approved on the 14<sup>th</sup> March 2021

**Ken Whitworth**  
**Chairman**  
**Cadishead Public Band**

## 2. The Balance Sheet for the Year Ending 31st January 2021

### Cadishead Public Band - Statement of Accounts ending 31 January 2021

#### Income

Transfer from Building Fund	5,000.00
Instrument Sale	1,600.00
200+ Club	587.00
Gift Aid	347.14
Rotary Club	200.00
John Greaves Trust	100.00
Friends of Band	52.00
Interest	11.80

#### Donations

C Condry	150.00
K Whitworth	125.00
Mrs Pat White	100.00
E Jones	60.00
D Finch	60.00
Harry and Christine Hudson	50.00
I McFarland	25.00
P Bates	20.00
J Lowndes	10.00

**Total Income for year** 8,497.94 ✓

**Balance 1 February 2020** 28,505.89

37,003.83 ✓

#### Funds

General Fund	5,617.16
Andrew Cooke Memorial Fund	3,476.01
B Band Fund	1,088.94
Concert Tour Fund	6,055.70
Instrument Fund	6,800.00
Uniform Fund	2,284.81

**Total** 25,322.62 ✓

#### Expenditure

Transfer to Building Fund	5,000.00
Tuition	1,772.50
Insurance	1,398.56
Uniform Purchase	849.00
Instrument Repairs	458.25
Unvouchered Expenses	395.00
Travel Expenses	365.00
Music Purchase	325.84
Rehearsal Expenses	325.00
Awards and Gifts	234.99
Equipment Purchase	192.00
Annual Subscriptions	97.50
Printing, Postage & Stationary	92.37
Contest Expenses	85.20
200+ Club Prize	50.00
Poppies, Wreath and Flowers	40.00

**Total Expenditure for year** 11,681.21 ✓

**Balance 31 January 2021** 25,322.62 ✓

37,003.83 ✓

#### Accounts

Barclays Community Account	10,229.89
Barclays Business Reserve	15,072.73
Cash-in-Hand	20.00

**Total** 25,322.62 ✓

I have examined all the records of Cadishead Public Band and I am completely satisfied the above accounts are a true and correct record.

J W Houghton *J. W. Houghton* 13<sup>th</sup> FEBRUARY 2021

**Cadishead Public Band Building Fund**  
**Statement of Income & Expenditure for Year End**  
**January 31, 2021**

**Income**

Room Hire - Locklands Lane	£3,570.50
Film Club	£603.00
Bandroom in Bloom Donations	£290.00
Fundraising / Donations	£1,240.00
COVID 19 Grants	£21,609.43
Ventilation Project Donation	£1,000.00
Cadishead Band Loan	£5,000.00

<b>Total Income</b>	<b>£33,312.93</b>
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**Expenditure**

Electricity	£936.90
Gas	£589.75
Rates	£0.00
Broadband	£463.56
Water Rates	£626.21

Miscellaneous	£775.18
Film Club	£394.27
Bandroom in Bloom	£262.00
Break in Repairs	£408.97
Repairs / Upgrades	£2,877.14
Covid 19 Support Activity	£2,456.01
Covid 19 Ventilation Project	£10,259.73
Alarm System	£250.00
Cadishead Band Loan Repayment	£5,000.00

<b>Total Expenditure</b>	<b>£25,299.72</b>
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<b>Excess of Income against Expenditure</b>	<b>£8,013.21</b>
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<b>Opening Balance on February 1, 2020</b>	<b>£7,221.17</b>
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<b>Total</b>	<b>£15,234.38</b>
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<b>Balance on January 31, 2021</b>	
Barclays Bank- Current	£15,206.57
Cash in Hand	£27.81
<b>Total</b>	<b>£15,234.38</b>

I have examined all the documents relating to the Building Fund and am completely satisfied that the above statement is a true and correct record

J W Houghton 11th February 2021

### **3. Statements of Assets and Liabilities.**

**The Band owns the following assets:**

ASSET	VALUE
1. Instruments	£122,400
2. Music, Lighting Equipment, Uniforms	£36,650
3. Building Internals	
Chairs, Racking, Acoustic Panels etc	£13000
Total	£172050

**The Band has no liabilities and is debt free.**



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
CADISHEAD PUBLIC BAND

On accounts for the year  
ended

31<sup>st</sup> JANUARY 2021

Charity no  
(if any)

1143814

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/01/2021.

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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with 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 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:

*S. O. Houghton*

Date:

21 NOVEMBER 2021

Name:

JAMES HOUGHTON

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

N/A

Address:

15 Lyndon Road

Irlam

Manchester M44 6WB

Section B

Disclosure

Only complete if the examiner needs to highlight 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.**

N/A