

# AMERSHAM A CAPPELLA

England & Wales · Charity number 1152868

## Details

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**Other names** AAC

**Status** Registered

**Legal form** Other

**Registered** 2013-07-15

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

## Contact

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**Address** Ever Green Lodge  
Whipsnade  
Dunstable  
LU6 2LH

**Phone** 07584630804

**Email** [Treasurer@AmershamACappella.com](mailto:Treasurer@AmershamACappella.com)

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

## Activities

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**Objects:** THE OBJECTS OF THE SOCIETY SHALL BE: 1. TO ADVANCE, IMPROVE, DEVELOP AND MAINTAIN PUBLIC EDUCATION IN, AND APPRECIATION OF, THE ART AND SCIENCE OF MUSIC IN ALL ITS ASPECTS BY ANY MEANS THE TRUSTEES SEE FIT, INCLUDING THROUGH THE PRESENTATION OF PUBLIC CONCERTS AND RECITALS; 2. TO FURTHER SUCH CHARITABLE PURPOSE OR PURPOSES AS THE TRUSTEES IN THEIR ABSOLUTE DISCRETION SHALL THINK FIT BUT IN PARTICULAR THROUGH THE MAKING OF GRANTS AND DONATIONS.

**Activities:** We advance, improve, develop and maintain public education in, and the appreciation of, the art and science of singing Barbershop Harmony in both chorus and quartet forms by any means the trustees see fit, including through the presentation of public concerts and recitals. This has included weekly rehearsals, National Competitions and public performances we have gained a number of new members.

## Classification

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- **How:** Makes Grants To Individuals, Provides Human Resources, Provides Services
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

## Geography

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- Buckinghamshire
- Hertfordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-11-30	£149,525	£131,828	-	-
2024-11-30	£49,553	£48,686	-	-
2023-11-30	£33,022	£31,022	-	-
2022-11-30	£31,167	£47,514	-	-
2021-11-30	£27,292	£15,523	-	-

## Trustees

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Name	Role	Appointed
<b>Lynne Carter Blencowe</b>	Chair	2025-02-18
Caroline Donovan		2026-02-10
Claire Sweeney		2024-01-16
Elizabeth Smith		2025-02-18
Jen Franklin		2025-02-18
Justine Louise Nye		2025-02-18
Lesley Dell		2026-02-10

**AMERSHAM A CAPPELLA**

England & Wales - Charity number 1152868

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# Accounts

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**AMERSHAM A CAPPELLA**

REGISTERED CHARITY 1152868

**ANNUAL REPORT & ACCOUNTS**

**FOR THE YEAR ENDED 30<sup>TH</sup> NOVEMBER 2025**

The Trustees present their report and accounts for the year ended 30<sup>th</sup> November 2025

## Structure, Governance and Management

Amersham A Cappella ('the Charity') is a registered charity (no. 1152868) and is a member of the Ladies Association of British Barbershop Singers (registered charity no. 1151161)

Amersham A Cappella is governed by its Rules and Constitution adopted on 22<sup>nd</sup> January 2013, revised on 5<sup>th</sup> February 2019 (AGM) and 30<sup>th</sup> April 2024

**Management of the charity** is the responsibility of the Management Committee which comprises the Trustees and the Musical Director (Helen Lappert) who is an ex-officio member.

The Management Committee meets every 4-6 weeks to oversee the day-to-day management of the charity and review and implement the strategic and charitable objectives.

Trustees are elected or re-elected from the membership annually at the AGM.

Present Trustees are:

Amanda Parker	Chair (appointed 16 <sup>th</sup> January 2024)
Lynne Blencowe	Vice Chair (appointed 18 <sup>th</sup> February 2025)
Liz Smith	Treasurer (appointed 18 <sup>th</sup> February 2025)
Jenny Kirk	Secretary (appointed 18 <sup>th</sup> February 2025)
Caroline Donvan	Bookings Secretary (appointed 18 <sup>th</sup> February 2025)
Claire Sweeney	Membership Secretary (appointed 16 <sup>th</sup> January 2024)
Public Relations Officer	Role vacant from October 2024 - February 2025
Justine Nye	Public Relations Officer (appointed 18 <sup>th</sup> February 2025)

Other Trustees serving during the year were:

Donna Saunders	Vice Chair (resigned 18 <sup>th</sup> February 2025)
Anne Jones	Treasurer (resigned 18 <sup>th</sup> February 2025)
Amy O'Reilly	Membership Secretary (18 <sup>th</sup> February 2025)
Mary Hawkes	Bookings Secretary (resigned 18 <sup>th</sup> February 2025)
Soozi Hyde	Public Relations Officer (29 <sup>th</sup> October 2024)

## Objectives and Activities

The Objects of the Charity are set out in its Constitution as follows:

‘To advance, improve, develop, and maintain public education in, and the appreciation of, the art and science of singing Barbershop Harmony in both chorus and quartet forms by any means the Trustees see fit, including through the presentation of public concerts and recitals.

To further such charitable purpose or purposes as the Trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.’

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Achievements and Performance

The primary focus of the year was our trip to Denver in July to represent LABBS at the BHS International convention, and much of the year continued as it had in 2024 with a massive fund-raising effort. Events that we held to raise funds were a Fashion Show (In 2024), a Christmas concert in Amersham, a concert at Wingrave, a Snowdrop Day, a Barbie-themed ‘Sing with Amersham’ day, and a Sea Shanty event, which was held in conjunction with members of Stuns’ls sea shanty group from Cornwall. Funds were also raised from Singagrams and the sale of items such as cookbooks, badges and jam! It was a lot of hard work, but the experience of singing on the International stage in Denver was a memorable experience, and we are very proud of our achievement.

The chorus had coaching from David and Sandi Wright and Alexander Koller during the year. We also held a number of additional rehearsals focussing on performance, and preparing us for the Denver stage.

The Chorus travelled to Harrogate in October for the annual LABBS convention as LABBS’ outgoing champions. It was a demanding schedule performing first thing in the morning as mic warmers, and also a swansong performance at the end of the competition. Members also assisted with door stewarding duties.

We regard our chorus members as volunteers and at the end of the year we had 80 members. We thank everyone for their great contributions during the year.

## Financial Review

Our principal source of income continues to come from membership subscriptions and reclaiming Gift Aid on members’ subscriptions – as this generates over £4000 worth of income per year, please make sure you are signed up if you are a UK taxpayer.

The major focus for this year was the chorus trip to Denver in July 2025. As well as raising funds from events and sales, we received donations of £61,632 from both external sources and chorus members, and received Gift Aid of £10,452 on donations received. Funds raised from specific events were:

	2024	2025	Total
Fashion Show	£1,141		£1,141

Christmas Concert	1,400	4,091	£5,491
Snowdrop Event		1,763	£1,763
Barbie Day	£1,705	£3,312	£5,018
Wingrave concert		1,311	£1,311
Sea Shanty evening		3,784	£3,784

The success of the fund-raising efforts meant that we were able to cover the cost of registrations for chorus, £12,266 and provide assistance towards flights, hotels and subsistence costs for members totalling £69,203. After other costs relating to the Denver trip, including extra rehearsals, retreat, coaching, there remained £11,414 in the fund-raising pot. It has been agreed that this will be used to contribute to the cost of our retreat in 2026.

Other performance fees throughout the year generated £2,400 from regular events that weren't specifically for Denver fund-raising.

Total receipts for the year were £149,525 and payments £131,828 showing a surplus for the year of £17,697. This includes all Income and Expenditure related to Denver, including the surplus accrued from 2024.

The committee agreed to pay for LABBS registration to Convention for all members at a total cost of £3,700. This was a reduced rate as we were attending as LABBS outgoing champions. As this covered only one day's attendance, members attending other days over the week-end paid for themselves.

Expenditure on costume during the year was £8,234. This was primarily for new walkout varsity jackets and t-shirts, but included some enhancements to stage costume such as scarves. It also included £1,950 for purchase of new tops for Christmas events.

Several members of the chorus continue to pay in to the Support Fund each month. It currently has a balance of £4,153. This is to help members who are finding it difficult to pay monthly subs or convention costs. Please apply for help with costs if you need it. It is available to all who have been members of the chorus for 12 months.

Fund raising for our trip to Denver was a big part of 2025, raising over £89,000 (£8,000 of this was raised in 2024 and was carried forward to 2025).

## Reserves Policy

Amersham A Cappella has a general reserves policy which ensures both the protection of its restricted funds and the provision of sufficient funding for its basic operating costs for a period of six months. The Trustees consider that such funds are available at 30<sup>th</sup> November 2025.

Funds are also retained in restricted reserves for the Support Fund. This fund is supported by the individual donations from members mentioned above, and from Chorus funds were deemed necessary by the Trustees and when funds allow. In addition, costume deposits are also included in restricted funds as costume remains the property of chorus and should be returned when a member leaves.

<b>Support Fund</b>	<b>2025</b>	<b>2024</b>
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	£	£
Balance as at 30 <sup>th</sup> November 2024	3,749	3,266
Donations from members & chorus	1,264	559
Grants made to members	(900)	(76)
Balance as at 30 <sup>th</sup> November 2025	4,153	3,749

Approved by the trustees and signed on their behalf:



Amanda Parker (Chair)

10<sup>th</sup> February 2026

## Income & Expenditure Report

Amersham A Cappella

01-DEC-2024 - 30-NOV-2025

	Current Yr	Current Yr	Prior Yr	Prior Yr
<b>Fund(s):</b>				
<b>INCOME</b>				
<b>4000 REVENUES</b>		<b>38,214</b>		<b>43,467</b>
4001 Subscriptions	28,134		26,010	
4002 Retreat Contributions	0		0	
4003 Performance Fees	2,400		15,250	
4004 Grants received	0		100	
4008 Convention receipts	0		0	
4009 Denver receipts	3,165		0	
4010 Misc. Receipts	3,649		2,107	
4011 Re-allocations	0		0	
4015 Costume Sale Income	866		0	
<b>4100 VOLUNTARY INCOME</b>		<b>20,852</b>		<b>5,263</b>
4105 Support Fund donations	1,304		559	
4120 Tax Reclaimed on Gift Aid	19,268		4,264	
4135 Costume deposits	280		440	
<b>4200 INVESTMENT INCOME</b>		<b>531</b>		<b>647</b>
4203 Bank account interest	531		647	
<b>4300 FUNDRAISING INCOME</b>		<b>89,929</b>		<b>276</b>
4301 General Fundraising	649		276	
4305 Fundraising income for Denver	89,280		0	
<b>TOTAL INCOME</b>		<b>149,525</b>		<b>49,653</b>
<b>EXPENDITURE</b>				
<b>7000 COST OF SALES</b>		<b>-4,990</b>		<b>-4,580</b>
7001 Event hire & Rental costs	-310		-930	
7003 Riser Transport	0		-760	
7005 Entertainment Costs	0		-1,500	
7011 Fundraising Costs	-4,501		-52	
7012 Advertising	0		-609	

7013 Other Costs	0		-197	
7018 Donations to a charity	0		-400	
7020 Purchase of stock for resale	0		-131	
7024 Equipment new and replacement	-179		0	
<b>7200 OVERHEADS</b>		<b>-126,838</b>		<b>-44,131</b>
7201 Main Venue Hire	-4,012		-3,797	
7202 LABBS subs	-4,406		-3,749	
7203 Website & PR costs	-254		-199	
7204 Convention	-3,718		-8,600	
7205 Retreat	-796		-3,562	
7206 Coaching costs	-1,963		-1,531	
7207 Bank Charges & Expenses	-84		-181	
7208 Gifts	-247		-331	
7209 Accounting software subscription	-108		-96	
7210 MD Expenses	-8,363		-7,411	
7211 Music costs (purchase & arrangement)	-1,343		-1,974	
7212 Miscellaneous	-612		-945	
7213 Denver 2025	-89,519		0	
7214 Support Fund paid out	-900		-76	
7215 Costume purchase	-9,100		-10,655	
7216 Equipment purchase	-295		0	
7217 Make-up purchase	0		-27	
7218 Performance expenses	-98		0	
7220 Riser costs (transport/assembly)	-1,020		-1,074	
<b>TOTAL EXPENDITURE</b>		<b>-131,828</b>		<b>-48,786</b>
<b>SURPLUS/(DEFICIT) FOR PERIOD</b>		<b>17,697</b>		<b>867</b>

**01-DEC-2024 - 30-NOV-2025**

<b>Fund Balances</b>		<b>Bal B/fwd</b>	<b>Income</b>	<b>Expense</b>	<b>Transfers</b>	<b>Bal C/fwd</b>
RESTRICTED	Costume Deposits	1,880	320	0	-40	2,160
RESTRICTED	Support Fund	3,749	1,264	-900	40	4,153
	<b>RESTRICTED Sub-Total</b>	<b>5,629</b>	<b>1,584</b>	<b>-900</b>	<b>0</b>	<b>6,313</b>
UNRESTRICTED	General Fund	33,205	43,358	-36,679	10,334	50,218
UNRESTRICTED	Denver Fundraising	0	106,327	-95,993	-10,334	0
	<b>UNRESTRICTED Sub-Total</b>	<b>33,205</b>	<b>149,685</b>	<b>-132,672</b>	<b>0</b>	<b>-50,218</b>
	<b>REPORT TOTAL</b>	<b>38,834</b>	<b>151,269</b>	<b>-133,572</b>	<b>0</b>	<b>56,531</b>

# Statement of Assets & Liabilities

Amersham A Cappella

Period Ending 30-NOV-2025

	Current FY at 30-NOV-2025		Prior FY at 30-NOV-2024	
<b>ASSETS</b>				
<b>SAVINGS AND INVESTMENTS</b>		<b>48,171.00</b>		<b>18,640.00</b>
AAC Savings Account	48,171.00		18,640.00	
<b>FIXED ASSETS</b>		<b>0.00</b>		<b>0.00</b>
<b>CASH AT BANK AND IN HAND</b>		<b>3,287.00</b>		<b>12,388.00</b>
AAC Current Account	3,287.00		12,388.00	
Cash Account	0.00		0.00	
<b>OTHER ASSETS</b>		<b>6,273.00</b>		<b>17,703.00</b>
DEBTORS-*DEBTORS	6,273.00		17,703.00	
<b>TOTAL ASSETS</b>		<b>57,731.00</b>		<b>48,732.00</b>
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>		<b>-1,200.00</b>		<b>-9,898.00</b>
*CREDITORS	-1,200.00		-9,898.00	
<b>TOTAL NET ASSETS @ 30-NOV-2025</b>		<b>56,531.00</b>		<b>38,834.00</b>
<b>REPRESENTED BY FUNDS</b>				
Costume Deposits	2,160.00		1,880.00	
General Fund	50,218.00		33,205.00	
Support Fund	4,153.00		3,749.00	
<b>LONG-TERM LIABILITIES</b>				
<b>TOTAL FUNDS BALANCE @ 30-NOV-2025</b>		<b>56,531.00</b>		<b>38,834.00</b>

## Assets (Equipment)

### Location – St. Michael’s Church Hall, Amersham

- 10 Wenger Tourmaster 1.2m folding risers
- 10 Wenger Tourmaster 1.2m additional 4<sup>th</sup> step risers
- 10 Wenger Tourmaster 1.2m back rails
- 2 Wenger Tourmaster side rails
- 1 Wenger Classic 50 Music Stand

### Stored by Musical Director – Helen Lappert

- 1 Olympus LS-11 Linear PCM Recorder + Digital Voice recorder  
+ Remote Control
- 1 Wenger Universal Tablet Stand
- 1 SHIDU Wireless Portable Voice Amplifier with microphone

### Stored by Presentation Team – Helen Watson

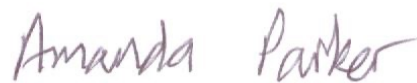
- 1 Panasonic HC-V110 camcorder
- 1 LED UC80 projector
- 1 Projector screen
- 1 mini HDMI extension cable
- 1 Toshiba portable hard drive

Accounts prepared by:

Approved by the Management Committee on 10<sup>th</sup> February 2026  
for adoption by members at the AGM on 10<sup>th</sup> February 2026



Elizabeth Smith (Treasurer)



Amanda Parker (Chair)

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AMERSHAM A CAPPELLA**

I report on the accounts of the Charity for the year ended 30 November 2025 as set out on pages 4 - 7

### **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(2) 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 Charities Commission (under Section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 next statement.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements.
  - i. to keep accounting records in accordance with Section 130 of the Charities Act; and
  - ii. 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.



Ian Yeoman ACMA CGMA  
Briarfield,  
Harewood Road,  
Chalfont St. Giles  
HP8 4UB

22<sup>nd</sup> January 2026

**AMERSHAM A CAPPELLA**

England & Wales - Charity number 1152868

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# Accounts

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**AMERSHAM A CAPPELLA**

**REGISTERED CHARITY 1152868**

**ANNUAL REPORT & ACCOUNTS**

**FOR THE YEAR ENDED 30<sup>TH</sup> NOVEMBER 2024**

The Trustees present their report and accounts for the year ended 30<sup>th</sup> November 2024

## Structure, Governance and Management

Amersham A Cappella ('the Charity') is a registered charity (no. 1152868) and is a member of the Ladies Association of British Barbershop Singers (registered charity no. 1151161)

Amersham A Cappella is governed by its Rules and Constitution adopted on 22<sup>nd</sup> January 2013, revised on 5<sup>th</sup> February 2019 (AGM) and 30<sup>th</sup> April 2024

**Management of the charity** is the responsibility of the Management Committee which comprises the Trustees and the Musical Director (Helen Lappert) who is an ex-officio member.

The Management Committee meets every 4-6 weeks to oversee the day-to-day management of the charity and review and implement the strategic and charitable objectives.

Trustees are elected or re-elected from the membership annually at the AGM.

Present Trustees are:

Amanda Parker	Chair (appointed 16 <sup>th</sup> January 2024)
Donna Saunders	Vice Chair (appointed 16 <sup>th</sup> January 2024)
Anne Jones	Treasurer (appointed 17 <sup>th</sup> January 2023)
Amy O'Reilly	Secretary (appointed 17 <sup>th</sup> January 2023)
Mary Hawkes	Bookings Secretary (appointed 17 <sup>th</sup> January 2023)
Claire Sweeney	Membership Secretary (appointed 16 <sup>th</sup> January 2024)
Soozi Hyde	Public Relations Officer (appointed 30 <sup>th</sup> April 2024)

Public Relations Officer Role vacant from October 2024 - February 2025

Other Trustees serving during the year were:

Sharon Saywell	Chair (resigned 16 <sup>th</sup> January 2024)
Hils Apicella	Public Relations Officer (resigned 16 <sup>th</sup> January 2024)
Jane Price	Membership Secretary (resigned 16 <sup>th</sup> January 2024)
Soozi Hyde	Public Relations Officer (resigned 27 <sup>th</sup> October 2024)

## Objectives and Activities

The Objects of the Charity are set out in its Constitution as follows:

'To advance, improve, develop, and maintain public education in, and the appreciation of, the art and science of singing Barbershop Harmony in both chorus and quartet forms by any means the Trustees see fit, including through the presentation of public concerts and recitals.

To further such charitable purpose or purposes as the Trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.'

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Achievements and Performance

Our year began with great excitement at the prospect of us joining forces with the Cottontown Chorus to produce a joint show in March at the Wycombe Swan. The show, A Kind of Magic, was a huge success performed to over 600 people.

During the year the chorus has also performed at the Abbots House, Audley Dene and the Chesham Fringe Festival as well as at several other Sing Outs.

In March we were hugely honoured to receive an invitation to sing at the International Convention in Denver in June 2025. We were delighted to accept and a huge fund-raising campaign began.

This year the chorus has received a wide variety of coaching from David and Sandi Wright, Kirsty Williams and Nicky Salt.

Our retreat this year was again held at Piper's Corner School. We had hoped to run a residential retreat this year but unfortunately Bisham Abbey had double booked so our plans had to change.

The Chorus travelled to Bournemouth in October for the annual LABBS convention and were delighted to win the gold medal scoring the highest marks ever achieved.

We regard our chorus members as volunteers and at the end of the year we had 72 members. We thank everyone for their great contributions during the year.

## Financial Review

During the year the committee agreed to move to a formal accounting package as with over 70 members the original spreadsheet was becoming increasingly unwieldy. Clubtreasurer, at £96 per year, allows for more detailed in-depth reporting and has moved us from Receipts and Payments accounts to accruals-based Income and Expenditure accounts. It does however mean that direct comparisons between this year and last year have proved difficult to show. This is a transitional issue and will not be a problem going forward.

Our principal source of income continues to come from membership subscriptions and reclaiming Gift Aid on members' subscriptions – as this generates over £4000 worth of income per year, please make sure you are signed up if you are a UK taxpayer.

Performance fees throughout the year generated £15,250! £4,000 was from Christmas Dec '23 events and over £7,500 from our A Kind of Magic show with Cottontown.

Total receipts for the year were £49,653 and payments £48,786 showing a surplus for the year of £867. This does not include any Income or Expenditure generated to do with Denver as that is accrued into 2025.

The committee agreed to pay for LABBS registration to Convention for all members at a total cost of £8,600. In addition, chorus funds were also used to subsidise the annual retreat at a cost of £3,562.

New costumes were purchased and replacement of some pink t-shirts at a total price of £10,655.

Several members of the chorus continue to pay in to the Support Fund each month. It currently has a balance of £3,749. This is to help members who are finding it difficult to pay monthly subs or convention costs. Please apply for help with costs if you need it. It is available to all who have been members of the chorus for 12 months.

Fund raising for our trip to Denver became a big part of 2024 raising over £8,000 but as mentioned previously this will be rolled into the accounts for 2025.

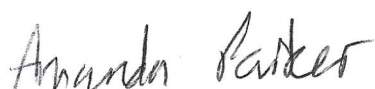
## Reserves Policy

Amersham A Cappella has a general reserves policy which ensures both the protection of its restricted funds and the provision of sufficient funding for its basic operating costs for a period of six months. The Trustees consider that such funds are available at 30<sup>th</sup> November 2024.

Funds are also retained in restricted reserves for the Support Fund. This fund is supported by the individual donations from members mentioned above, and from Chorus funds were deemed necessary by the Trustees and when funds allow. In addition, costume deposits are also included in restricted funds as costume remains the property of chorus and should be returned when a member leaves.

Support Fund	2024	2023
	£	£
Balance as at 30 <sup>th</sup> November 2023	3,266	2,712
Donations from members & chorus	559	994
Grants made to members	(76)	(440)
Balance as at 30 <sup>th</sup> November 2024	3,749	3,266

Approved by the trustees and signed on their behalf:



Amanda Parker (Chair)

18<sup>th</sup> February 2025

## Income & Expenditure Report

Amersham A Cappella

01-DEC-2023 - 30-NOV-2024

	Current Yr	Current Yr	Prior Yr	Prior Yr
<b>INCOME</b>				
<b>4000 REVENUES</b>		<b>43,467</b>		<b>26,582</b>
4001 Subscriptions	26,010		23,892	
4003 Performance Fees	15,250		3,190	
4004 Grants received	100		100	
4010 Misc. Receipts	2,107		0	
4011 Re-allocations	0		-600	
<b>4100 VOLUNTARY INCOME</b>		<b>5,263</b>		<b>5,085</b>
4105 Support Fund donations	559		994	
4120 Tax Reclaimed on Gift Aid	4,264		3,771	
4135 Costume deposits	440		320	
<b>4200 INVESTMENT INCOME</b>		<b>647</b>		<b>380</b>
4203 Bank account interest	647		380	
<b>4300 FUNDRAISING INCOME</b>		<b>276</b>		<b>1,075</b>
4301 General Fundraising	276		1,075	
4305 Fundraising income for Denver	0		0	
<b>TOTAL INCOME</b>		<b>49,653</b>		<b>33,122</b>
<b>EXPENDITURE</b>				
<b>7000 COST OF SALES</b>		<b>-4,579</b>		<b>-622</b>
7001 Event hire & Rental costs	-930		-178	
7003 Riser Transport	-760		-360	
7005 Entertainment Costs	-1,500		0	
7011 Fundraising Costs	-52		0	
7012 Advertising	-609		-84	
7013 Other Costs	-197		0	
7018 Donations to a charity	-400		0	
7020 Purchase of stock for resale	-131		0	

7200 OVERHEADS			-44,207		-30,500
7201 Main Venue Hire		-3,797		-3,148	
7202 LABBS subs		-3,749		-3,150	
7203 Website & PR costs		-199		-149	
7204 Convention (net cost)		-8,600		0	
7205 Retreat (net cost)		-3,562		-2,594	
7206 Coaching costs		-1,530		-1,326	
7207 Bank Charges & Expenses		-181		-72	
7208 Gifts		-331		-408	
7209 Accounting software subscription		-96		0	
7210 MD Expenses		-7,411		-7,140	
7211 Music costs (purchase & arrangement)		-1,974		-1,155	
7212 Miscellaneous		-945		-657	
IABS 2022/Sweden 2023		0		-6,498	
Deposits Paid		0		-865	
Deposits Received		0		636	
7214 Support Fund Payments		-76		-440	
7215 Costume purchase		-10,655		-2,443	
7217 Make-up purchase		-27		-17	
7220 Riser costs (transport/assembly)		-1,074		-1,074	
<b>TOTAL EXPENDITURE</b>			<b>-48,786</b>		<b>-31,122</b>
<b>SURPLUS/(DEFICIT) FOR PERIOD</b>			<b>867</b>		<b>2,000</b>

**01-DEC-2023 - 30-NOV-2024**

Fund Balances		Bal B/fwd	Income	Expense	Transfers	Bal C/fwd
RESTRICTED	Costume Deposits	0	440	0	1,440	1,880
RESTRICTED	Support Fund	0	559	-76	3,266	3,749
	<b>RESTRICTED Sub-Total</b>	<b>0</b>	<b>999</b>	<b>-76</b>	<b>4,706</b>	<b>5,629</b>
UNRESTRICTED	General Fund	37,102	63,663	-62,854	-4,706	33,205
	<b>UNRESTRICTED Sub-Total</b>	<b>37,102</b>	<b>63,663</b>	<b>-62,854</b>	<b>-4,706</b>	<b>33,205</b>
	<b>REPORT TOTAL</b>	<b>37,102</b>	<b>64,662</b>	<b>-62,930</b>	<b>0</b>	<b>38,834</b>

# Statement of Assets & Liabilities Report

Amersham A Cappella

Period Ending 30-NOV-2024

	Current	Current	Prior Yr	Prior Yr
<b>ASSETS</b>				
<b>SAVINGS AND INVESTMENTS</b>		<b>18,640</b>		32,994
AAC Savings Account	18,640		32,994	
<b>FIXED ASSETS</b>		<b>0</b>		0
<b>CASH AT BANK AND IN HAND</b>		<b>12,388</b>		4,108
AAC Current Account	12,388		4,108	
Cash Account	0		0	
<b>OTHER ASSETS</b>		<b>17,704</b>		865
DEBTORS-*DEBTORS	17,704		865	
<b>TOTAL ASSETS</b>		<b>48,732</b>		37,967
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>		<b>-9,898</b>		0
*CREDITORS	-9,898		0	
<b><u>TOTAL NET ASSETS @ 30-NOV-2024</u></b>	-	<b>38,834</b>	-	<b>37,967</b>
<b>REPRESENTED BY FUNDS</b>				
Costume Deposits	1,880		1,440	
General Fund	33,205		33,261	
Support Fund	3,749		3,266	
Denver Fundraising	0		0	
<b>LONG-TERM LIABILITIES</b>				
<b><u>TOTAL FUNDS BALANCE @ 30-NOV-2024</u></b>	-	<b>38,834</b>	-	<b>37,967</b>

## Assets (Equipment)

### Location – St. Michael’s Church Hall, Amersham

- 10 Wenger Tourmaster 1.2m folding risers
- 10 Wenger Tourmaster 1.2m additional 4<sup>th</sup> step risers
- 10 Wenger Tourmaster 1.2m back rails
- 2 Wenger Tourmaster side rails
- 1 Wenger Classic 50 Music Stand

### Stored by Musical Director – Helen Lappert

- 1 Olympus LS-11 Linear PCM Recorder + Digital Voice recorder  
+ Remote Control
- 1 Wenger Universal Tablet Stand
- 1 SHIDU Wireless Portable Voice Amplifier with microphone

### Stored by Presentation Team – Helen Watson

- 1 Panasonic HC-V110 camcorder
- 1 LED UC80 projector
- 1 Projector screen
- 1 mini HDMI extension cable
- 1 Toshiba portable hard drive

Accounts prepared by:

Approved by the Management Committee on 13<sup>th</sup> February 2025  
for adoption by members at the AGM on 18<sup>th</sup> February 2025



Anne Jones (Treasurer)



Amanda Parker (Chair)

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AMERSHAM A CAPPELLA**

I report on the accounts of the Charity for the year ended 30 November 2024 as set out on pages 4 - 7

### **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(2) 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 Charities Commission (under Section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 next statement.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements.
  - i. to keep accounting records in accordance with Section 130 of the Charities Act; and
  - ii. 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.



Michael R Hyde MVO  
Fellow of the Institute of Chartered Accountants in England and Wales  
'Rosemary Cottage'  
3, Capell Road  
Chorleywood  
Hertfordshire  
WD3 5HY

13<sup>th</sup> February 2025

**AMERSHAM A CAPPELLA**

England & Wales - Charity number 1152868

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# Accounts

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**AMERSHAM A CAPPELLA**

**REGISTERED CHARITY 1152868**

**ANNUAL REPORT & ACCOUNTS**

**FOR THE YEAR ENDED 30<sup>TH</sup> NOVEMBER 2023**

The Trustees present their report and accounts for the year ended 30<sup>th</sup> November 2023

## Structure, Governance and Management

Amersham A Cappella ('the Charity') is a registered charity (no. 1152868) and is a member of the Ladies Association of British Barbershop Singers (registered charity no. 1151161)

Amersham A Cappella is governed by its Rules and Constitution adopted on 22<sup>nd</sup> January 2013, revised on 5<sup>th</sup> February 2019 (AGM)

**Management of the charity** is the responsibility of the Management Committee which comprises the Trustees and the Musical Director (Helen Lappert) who is an ex-officio member.

The Management Committee meets every 4-6 weeks to oversee the day-to-day management of the charity and review and implement the strategic and charitable objectives.

Trustees are elected or re-elected from the membership annually at the AGM.

Present Trustees are:

Sharon Saywell	Chair (appointed 17 <sup>th</sup> January 2023)
Amanda Parker	Vice Chair (appointed 17 <sup>th</sup> January 2023)
Anne Jones	Treasurer (appointed 17 <sup>th</sup> January 2023)
Amy O'Reilly	Secretary (appointed 17 <sup>th</sup> January 2023)
Hils Apicella	Public Relations Officer (appointed 19 <sup>th</sup> January 2021)
Mary Hawkes	Bookings Secretary (appointed 17 <sup>th</sup> January 2023)
Jane Price	Membership Secretary (appointed 19 <sup>th</sup> January 2021)

Other Trustees serving during the year were:

Veronica (Ron) Fatemi	Chair (resigned 17 <sup>th</sup> January 2023)
Sue Lewis	Treasurer (resigned 17 <sup>th</sup> January 2023)
Soozi Hyde	Secretary (resigned 17 <sup>th</sup> January 2023)
Hilary McCann	Bookings Secretary (resigned 17 <sup>th</sup> January 2023)

## Objectives and Activities

The **Objects of the Charity** are set out in its Constitution as follows:

‘To advance, improve, develop, and maintain public education in, and the appreciation of, the art and science of singing Barbershop Harmony in both chorus and quartet forms by any means the Trustees see fit, including through the presentation of public concerts and recitals.

To further such charitable purpose or purposes as the Trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.’

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Achievements and Performance

We began the year by running a Learn to Harmonize Course. This ran for five weeks and was attended by 21 enthusiastic ladies.

In February we saw the introduction of a quartet speed dating event. Members turned up to take part in scratch quartets. It proved to be very successful and resulted in five quartets competing at IABS in October. The event was repeated in November.

During the year the chorus has performed at the Amersham Festival, Chipperfield Coronation Concert and the Knights of Harmony Show, as well as at several Sing Outs.

This year the chorus has received a wide variety of coaching from Scot Kitzmiller, David Wright, Kirsty Williams and Kerstin Greaves.

Our retreat this year was again held at Piper’s Corner School. It is a wonderful venue but members have requested a residential retreat going forward and with this in mind Bisham Abbey has been provisional booked for next year.

The Chorus made the decision to break with tradition this year and instead of competing in the LABBS competition entered IABS, the international competition in Ireland. 64 members travelled to Killarney. This was an open competition open to mixed and single voice choruses who came from Sweden, Netherlands and the UK. The competition was tough but we were delighted to win the gold medal and be named supreme champions.

## Financial Review

Our principal source of income continues to come from membership subscriptions and reclaiming Gift Aid on members’ subscriptions – as this generates over £3000 worth of income per year, please make sure you are signed up if you are a UK taxpayer. Performance fees throughout the year generated £3,190.

Total receipts for the year were £33,022 and payments £31,022.

The committee agreed to pay for IABS registration for all members at a total cost of £5,651. In addition, chorus funds were used to hire rehearsal rooms in Killarney, subsidise members' Saturday evening meal and the unexpected but very pleasurable purchase of 64 gold medals!

A small amount of money was spent on restocking the pink sweatshirts and t-shirts. New costumes are planned for next year and this is reflected in the budget. Green t-shirts were provided to all members at a cost of £1071.

Several members of the chorus continue to pay in to the Support Fund each month. It currently has a balance of £3266. This is to help members who are finding it difficult to pay monthly subs or convention costs. Please apply for help with costs if you need it. It is available to all who have been members of the chorus for 12 months.


### Reserves Policy

Amersham A Cappella has a general reserves policy which ensures both the protection of its restricted funds and the provision of sufficient funding for its basic operating costs for a period of six months. The Trustees consider that such funds are available at 30<sup>th</sup> November 2023.

Funds are also retained in restricted reserves for the Support Fund. This fund is supported by the individual donations from members mentioned above, and from Chorus funds where deemed necessary by the Trustees and when funds allow. In addition, costume deposits are also included in restricted funds as costume remains the property of chorus and should be returned when a member leaves.

Support Fund	2023	2022
	£	£
Balance as at 30 <sup>th</sup> November 2022	2,712	2,031
Donations from members & chorus	994	1,019
Grants made to members	(440)	(388)
Balance as at 30 <sup>th</sup> November 2023	3,266	2,712

Approved by the trustees and signed on their behalf:



Sharon Saywell (Chair)

9th January 2024

**RECEIPTS AND PAYMENTS  
ACCOUNTS**

	Unrestricted	Restricted	2023 Total	2022 Total
	£	£	£	£
<b>RECEIPTS</b>				
Subscriptions	23,892		23,892	23,724
Performance fees	3,190		3,190	2,175
Gift Aid & charitable income	3,771		3,771	3,041
Fundraising	1,075		1,075	720
Costume deposits (movement)		320	320	120
Bank interest	380		380	18
S/F contributions		994	994	1,019
Receipts received in advance				600
Deposit Re-allocations	-600		-600	-250
<b>TOTAL RECEIPTS</b>	<b>31,708</b>	<b>1,314</b>	<b>33,022</b>	<b>31,167</b>
<b>PAYMENTS</b>				
Venue Hire	3,326		3,326	4,541
Costume	2,443		2,443	8,640
Coaching	1,226		1,226	1,459
MD Expenses	7,140		7,140	7,478
Music expenses	1,155		1,155	1,106
LABBS Subs	3,150		3,150	2,850
IABS 2023 / Sweden 2022	6,498		6,498	7,820
Convention	0		0	6,407
Support Fund payments		440	440	938
Website & Comms	149		149	177
Miscellaneous	2,312		2,312	5,436
Retreat	2,954		2,954	3,671
Deposits paid out	865		865	0
Deposit recovered	-636		-636	
Deposit Re-allocations	0		0	-3,009
<b>TOTAL PAYMENTS</b>	<b>30,582</b>	<b>440</b>	<b>31,022</b>	<b>47,514</b>
Excess of Payments over Receipts	1,126	874	2,000	-16,347
Balance brought forward	31,270	3,832	35,102	51,449
<b>Balance carried forward</b>	<b>32,396</b>	<b>4,706</b>	<b>37,102</b>	<b>35,102</b>
<b>CASH FUNDS</b>				
Bank Current Account			4,108	2,489
Bank Deposit Account			32,994	32,613
Petty Cash			0	0
<b>Balance as at 30th November 2023</b>			<b>37,102</b>	<b>35,102</b>

Note: Deposits paid and receipts received in a previous year for an event that took place in this current year are shown as items reallocated to their appropriate classifications in this current year.

Debtors & Prepayments	Amount	Future Event
12/01/2023 Wycombe Swan (Trafalgar Theatre)	360.00	Show 03/03/2024
12/04/2023 Broadway Baptist Church	370.00	Christmas Concert 09/12/2023
30/10/2023 Onward Club	75.00	Hire of Rehearsal Room for Show 04/02/2023
20/11/2023 Christmas Flyers	60.50	Promotion of Christmas Concert 09/12/2023
<b>Creditors &amp; Advance Payments received</b>		
N/A		

<b>Restricted Reserves Balance</b>	
Support Fund	£3,266
Costume deposits	£1,440
<b>Total Restricted Funds</b>	<b>£4,706</b>

### Assets (Equipment)

#### Location – St. Michael’s Church Hall, Amersham

- 10 Wenger Tourmaster 1.2m folding risers
- 10 Wenger Tourmaster 1.2m additional 4<sup>th</sup> step risers
- 10 Wenger Tourmaster 1.2m back rails
- 2 Wenger Tourmaster side rails
- 1 Wenger Classic 50 Music Stand

#### Stored by Musical Director – Helen Lappert

- 1 Olympus LS-11 Linear PCM Recorder + Digital Voice recorder + Remote Control
- 1 Wenger Universal Tablet Stand
- 1 SHIDU Wireless Portable Voice Amplifier with microphone

#### Stored by Presentation Team – Helen Watson

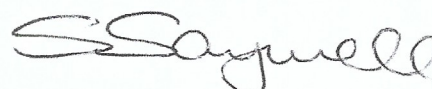
- 1 Panasonic HC-V110 camcorder
- 1 LED UC80 projector
- 1 Projector screen
- 1 mini HDMI extension cable
- 1 Toshiba portable hard drive

Accounts prepared by:

Approved by the Management Committee on 9th January 2024  
 for adoption by members at the AGM on 16<sup>th</sup> January 2024



Anne Jones (Treasurer)



Sharon Saywell (Chair)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AMERSHAM A CAPPELLA**

I report on the accounts of the Charity for the year ended 30 November 2023 as set out on pages 5 & 6

**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(2) 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 Charities Commission (under Section 145(5)(b) of the Charities Act);and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 next statement.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements.
  - i. to keep accounting records in accordance with Section 130 of the Charities Act; and
  - ii. 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.



Michael R Hyde MVO  
Fellow of the Institute of Chartered Accountants in England and Wales  
'Rosemary Cottage'  
3, Capell Road  
Chorleywood  
Hertfordshire  
WD3 5HY

9<sup>th</sup> January 2024

**AMERSHAM A CAPPELLA**

England & Wales - Charity number 1152868

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# Accounts

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AMERSHAM A CAPPELLA

REGISTERED CHARITY 1152868

ANNUAL REPORT & ACCOUNTS

FOR THE YEAR ENDED 30<sup>TH</sup> NOVEMBER 2022

The Trustees present their report and accounts for the year ended 30<sup>th</sup> November 2022

## Structure, Governance and Management

Amersham A Cappella ('the Charity') is a registered charity (no. 1152868) and is a member of the Ladies Association of British Barbershop Singers (registered charity no. 1151161)

Amersham A Cappella is governed by its Rules and Constitution adopted on 22<sup>nd</sup> January 2013, revised on 5<sup>th</sup> February 2019 (AGM)

**Management of the charity** is the responsibility of the Management Committee which comprises the Trustees and the Musical Director (Helen Lappert) who is an ex-officio member.

The Management Committee meets every 4-6 weeks to oversee the day-to-day management of the charity and review and implement the strategic and charitable objectives.

Trustees are elected or re-elected from the membership annually at the AGM.

Present Trustees are:

Veronica (Ron) Fatemi	Chair (appointed 19 <sup>th</sup> January 2021)
Sharon Saywell	Vice Chair (appointed 19 <sup>th</sup> January 2021)
Sue Lewis	Treasurer (appointed 28 <sup>th</sup> January 2020)
Soozi Hyde	Secretary (appointed 28 <sup>th</sup> January 2020)
Hils Apicella	Public Relations Officer (appointed 19 <sup>th</sup> January 2021)
Hilary McCann	Bookings Secretary (appointed 28 <sup>th</sup> January 2020)
Jane Price	Membership Secretary (appointed 19 <sup>th</sup> January 2021)

There were no other Trustees serving during the year.

## Objectives and Activities

The Objects of the Charity are set out in its Constitution as follows:

‘To advance, improve, develop, and maintain public education in, and the appreciation of, the art and science of singing Barbershop Harmony in both chorus and quartet forms by any means the Trustees see fit, including through the presentation of public concerts and recitals.

To further such charitable purpose or purposes as the Trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.’

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Achievements and Performance

2022 has been a chance to get back to normal activities with most of our rehearsals, meetings, competitions and events all being held in person!

The European competition in Helsingborg in Sweden allowed 48 of us to flex our competitive muscles once again and trial a new ballad for the audience there. Whilst we didn't do as well as we had hoped, it showed us where our focus should be for the LABBS competition and a great time was had by all.

We celebrated our 40<sup>th</sup> anniversary year in September with a party at the new Jubilee Hall in Amersham, quickly followed by a fantastic Retreat weekend with David & Sandi Wright at the new theatre at Piper's Corner School. Although non-residential this year we did provide a delicious Saturday night dinner to thank everyone for their hard work.

Then on to Bournemouth and our fabulous score of 82.4% winning both the Performance and Music categories – just that Singing one to aim for now!

As with most choirs, our numbers have dwindled slightly over the year so there will be a recruitment drive in the New Year with our Love to Harmonise course – actively targeting people who can already sing and would like the challenge of singing a cappella.

## Financial Review

The Budget for this year was set to spend some of the money accumulated during the pandemic and to celebrate our 40<sup>th</sup> year, so events were heavily subsidised to ensure everyone would benefit. Unfortunately, this is unsustainable going forward, so fund raising will become more of a priority in future years.

Receipts for the year totalled £31,167 (2021: £27,292) and Payments totalled £47,514 (2021: £15,523) giving an excess of payments over receipts of £16,347 for the year (2021: +£11,769).

Once again, our principal source of income has been membership subscriptions and reclaiming Gift Aid on members' subscriptions – as this generates over £3000 worth of income per year, please make sure you are signed up if you are a UK taxpayer. Performance fees also generated £2175 – the majority of these being from the Christmas events in December 2021, plus the show in Windsor in October.

So – how did we spend? Registrations and rehearsal room hire for Sweden cost us £5795; the 40<sup>th</sup> anniversary party cost £2640; Retreat cost us £5708 and finally paying the full LABBS registrations for everyone cost a further £6043.

We also spent a considerable amount on costume having decided that the blue sequin dress wasn't appropriate for our new up-tempo number. Our colourful shirts fitted so well into the LABBS Colours of You theme, and many other choruses were very jealous of our flat sparkly trainers!

After winning GOLD in 2019 LABBS gave us a grant of £3000 to go towards our travel expenses. As BING was cancelled in 2020 money was returned directly to members who had paid out costs of travel. This has had to be accounted for in this year and shows as a cost for Sweden (foreign travel) although netted off under "Re-allocations".

Due to the current cost of living crisis and our preliminary plans for next year's events the committee have also chosen to add £600 to the Support Fund from Chorus reserves. Hopefully this will allow everyone to participate in our travels next year and we would encourage those in need to apply.

## Reserves Policy

Amersham A Cappella has a general reserves policy which ensures both the protection of its restricted funds and the provision of sufficient funding for its basic operating costs for a period of six months. The Trustees consider that such funds are available at 30<sup>th</sup> November 2022.

Funds are also retained in restricted reserves for the purpose of making grants to members requesting financial support for attending and preparing for competitions and towards their subscriptions (Support Fund). This fund is supported by individual donations from members, and from Chorus funds where deemed necessary by the Trustees and when funds allow. In addition, costume deposits are also included in restricted funds as costume remains the property of chorus and should be returned when a member leaves.

Support Fund	2022	2021
	£	£
Balance as at 30 <sup>th</sup> November 2021	2,031	1,933
Donations from members & chorus	1,019	264
Grants made to members	(338)	(166)
Balance as at 30 <sup>th</sup> November 2022	2,712	2,031

Approved by the trustees and signed on their behalf:



Ron Fatemi (Chair)

11<sup>th</sup> January 2023

**RECEIPTS AND PAYMENTS  
ACCOUNTS**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2022 Total</b>	<b>2021 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>RECEIPTS</b>				
Subscriptions	23,724		23,724	22,837
Performance fees	2,175		2,175	950
	0		0	
Gift Aid & charitable income	3,041		3,041	3,568
Fundraising	720		720	0
Costume deposits (movement)		120	120	-80
Bank interest	18		18	3
S/F contributions		1,019	1,019	264
Receipts received in advance	600		600	250
Re-allocations – see note	-250		-250	-500
<b>TOTAL RECEIPTS</b>	<b>30,028</b>	<b>1,139</b>	<b>31,167</b>	<b>27,292</b>
<b>PAYMENTS</b>				
Venue Hire	4,541		4,541	1,611
Costume	8,640		8,640	33
Coaching	1,459		1,459	15
MD Expenses	7,478		7,478	6,788
Music expenses	1,106		1,106	793
LABBS Subs	2,850		2,850	2,622
Sweden 2022	7,820		7,820	0
Convention2022	6,407		6,407	220
Support Fund payments	600	338	938	166
Website & Comms	177		177	1,082
Miscellaneous	5,436		5,436	2,820
Retreat	3,671		3,671	1,677
Deposits paid out	0		0	0
Re-allocations – see note	-3,009		-3,009	-2,304
<b>TOTAL PAYMENTS</b>	<b>47,176</b>	<b>338</b>	<b>47,514</b>	<b>15,523</b>
Excess of Payments over Receipts	-17,148	801	-16,347	11,769
Balance brought forward	48,418	3,031	51,449	39,680
<b>Balance carried forward</b>	<b>31,270</b>	<b>3,832</b>	<b>35,102</b>	<b>51,449</b>
<b>CASH FUNDS</b>				
Bank Current Account			2,489	18,570
Bank Deposit Account			32,613	32,595
Petty Cash			0	284
<b>Balance as at 30th November 2022</b>			<b>35,102</b>	<b>51,449</b>

Note: Deposits paid and receipts received in a previous year for an event that took place in this current year are shown as items reallocated to their appropriate classifications in this current year.

<b>Debtors &amp; Prepayments</b>	
Trouville Hotel (paid 2018)	£636
<b>Creditors &amp; Advance Payments received</b>	
Amersham Action Group (3/12/22)	£300
Keller Group (15/12/22)	£300

<b>Restricted Reserves Balance</b>	
Support Fund	£2712
Costume deposits	£1,120
<b>Total Restricted Funds</b>	£3,832

**Assets (Equipment)**Location – St. Michael’s Church Hall, Amersham

- 10 Wenger Tourmaster 1.2m folding risers
- 10 Wenger Tourmaster 1.2m additional 4<sup>th</sup> step risers
- 10 Wenger Tourmaster 1.2m back rails
- 2 Wenger Tourmaster side rails
- 1 Wenger Classic 50 Music Stand

Stored by Musical Director – Helen Lappert

- 1 Olympus LS-11 Linear PCM Recorder + Digital Voice recorder  
+ Remote Control
- 1 Wenger Universal Tablet Stand
- 1 SHIDU Wireless Portable Voice Amplifier with microphone

Stored by Presentation Team – Helen Watson

- 1 Panasonic HC-V110 camcorder
- 1 LED UC80 projector
- 1 Projector screen
- 1 mini HDMI extension cable
- 1 Toshiba portable hard drive

Accounts prepared by:

Sue Lewis (Treasurer)

Approved by the Management Committee on 11<sup>th</sup> January 2023  
for adoption by members at the AGM on 17<sup>th</sup> January 2023

Ron Fatemi (Chair)

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AMERSHAM A CAPPELLA**

I report on the accounts of the Charity for the year ended 30 November 2022 as set out on pages 5 & 6

### **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(2) 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 Charities Commission (under Section 145(5)(b) of the Charities Act);and
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 next statement.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements.
  - i. to keep accounting records in accordance with Section 130 of the Charities Act; and
  - ii. 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.



Michael R Hyde MVO  
Fellow of the Institute of Chartered Accountants in England and Wales  
'Rosemary Cottage'  
3, Capell Road  
Chorleywood  
Hertfordshire  
WD3 5HY

12<sup>th</sup> January 2023

**AMERSHAM A CAPPELLA**

England & Wales - Charity number 1152868

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# Accounts

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**AMERSHAM A CAPPELLA**

REGISTERED CHARITY 1152868

**ANNUAL REPORT & ACCOUNTS**

**FOR THE YEAR ENDED 30<sup>TH</sup> NOVEMBER 2021**

The Trustees present their report and accounts for the year ended 30<sup>th</sup> November 2021

## Structure, Governance and Management

Amersham A Cappella ('the Charity') is a registered charity (no. 1152868) and is a member of the Ladies Association of British Barbershop Singers (registered charity no. 1151161)  
Amersham A Cappella is governed by its Rules and Constitution adopted on 22<sup>nd</sup> January 2013, revised on 5<sup>th</sup> February 2019 (AGM)

**Management of the charity** is the responsibility of the Management Committee which comprises the Trustees and the Musical Director (Helen Lappert) who is an ex-officio member.

The Management Committee meets every 4-6 weeks to oversee the day-to-day management of the charity and review and implement the strategic and charitable objectives.

Trustees are elected or re-elected from the membership annually at the AGM.

Present Trustees are:

Veronica (Ron) Fatemi	Chair (appointed 19 <sup>th</sup> January 2021)
Sharon Saywell	Vice Chair (appointed 19 <sup>th</sup> January 2021)
Sue Lewis	Treasurer (appointed 28 <sup>th</sup> January 2020)
Soozi Hyde	Secretary (appointed 28 <sup>th</sup> January 2020)
Hils Apicella	Public Relations Officer (appointed 19 <sup>th</sup> January 2021)
Hilary McCann	Bookings Secretary (appointed 28 <sup>th</sup> January 2020)
Jane Price	Membership Secretary (appointed 19 <sup>th</sup> January 2021)

Other Trustees serving during the year were:

Lesley Dell	Chair (resigned 19 <sup>th</sup> January 2021)
Amanda Dawson	PRO (resigned 19 <sup>th</sup> January 2021)
Bryony Skinner	Membership Secretary (resigned 19 <sup>th</sup> January 2021)

## Objectives and Activities

The Objects of the Charity are set out in its Constitution as follows:

'To advance, improve, develop, and maintain public education in, and the appreciation of, the art and science of singing Barbershop Harmony in both chorus and quartet forms by any means the Trustees see fit, including through the presentation of public concerts and recitals.

To further such charitable purpose or purposes as the Trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.'

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Achievements and Performance

2021 has followed a similar pattern to 2020 due to the continuing coronavirus pandemic. All competitions were cancelled, and virtual events held in their place. In place of the annual competition in October, several "hubs" were set up around the country which people could attend if they felt safe to do so. Amersham were invited to the Portsmouth hub by Spinnaker chorus and about 30 members attended.

Once we were allowed to meet in groups larger than 6, we held open-air rehearsals during the summer in a barn owned by a chorus member's parents. This proved very successful and encouraged members to return to "live" singing albeit in much smaller numbers. Once we were allowed to sing indoors, we continued our search to find a new venue as the Epilepsy Centre was unable to let us return due to the condition of the building.

St Michael's Hall – which we have used for 40 years – was let to another group during our time away, so we have tried Amersham Free Church, the Amersham School, Audley Village Hall and Woodside Junior school. Rates on these vary, with most at nearly triple the price of St Michaels and offering little or no storage or breakout space. As St Michaels has now become free again, we have decided to return there for the time being, whilst numbers attending remain lower than normal.

We have both lost and recruited members throughout the year – numbers remain around the 65/70 level although we only have about 45 attending live rehearsals. However, we are able to live stream via our Facebook page to those who can't attend for whatever reason and this is proving popular.

## Financial Review

Receipts for the year totalled £27,292 (2020: £33,289) and payments totalled £15,523 (2020: £21,553) giving an excess of receipts over payments of £11,769 for the year (2020: £11,736).

Once again, the principal source of income this year has been membership subscriptions with any member struggling to keep up their payments because of the pandemic being able to apply for their subs to be funded by the Support Fund. Subscription income is shown gross of membership subscriptions paid to LABBS on behalf of individual members. Reclaiming Gift Aid on members' subscriptions continues to provide valuable income and the Chorus is grateful to all members who can do this.

Due to the lifting of restrictions, we did manage to hold our normal Retreat Day in September, and this was heavily subsidised from some of the excess gained last year. Coach hire to the “hub” in October was also subsidised.

Performance fees only amounted to £950 in this year– gained from performances in December 2020 and October 2021 at a wedding celebration.

We have also incurred just over half the amount of Venue Hire budgeted for this year as use of the barn in the summer was free and the start of the year was on Zoom. We have also widely underspent on other expenses – namely Costume, Coaching and Convention registration subsidies.

To assist with the outdoor singing - so that people didn't “over-sing” - we purchased 75 individual voice amplifiers directly from a supplier in China – saving ourselves nearly £1,500 in the process. These can also be used for any outdoor performances going forward to improve our amplification.

Deposits either paid in or paid out have been moved into a separate category so that the true cost of an event is shown in the month/year in which it happens.

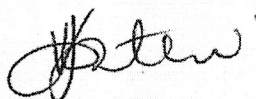
## Reserves Policy

Amersham A Cappella has a general reserves policy which ensures both the protection of its restricted funds and the provision of sufficient funding for its basic operating costs for a period of six months. The Trustees consider that such funds are available at 30<sup>th</sup> November 2021.

Funds are retained in restricted reserves for the purpose of making grants to members requesting financial support for attending and preparing for competitions and towards their subscriptions (Support Fund). This fund is supported by individual donations from members, and from Chorus funds where deemed necessary by the Trustees and when funds allow. In addition, costume deposits are also included in restricted funds.

Support Fund	2021	2020
	£	£
Balance as at 30 <sup>th</sup> November 2020	1,933	1,074
Donations from members	264	1,091
Grants made to members	(166)	(232)
Balance as at 30 <sup>th</sup> November 2021	2,031	1,933

Approved by the trustees and signed on their behalf:



		RECEIPTS AND PAYMENTS ACCOUNTS		2021	2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
<b>RECEIPTS</b>	Subscriptions	22,837		22,837	23,200
	Performance fees	950		950	2,050
	Gift Aid & charitable income	3,568		3,568	3,068
	Fundraising	0		0	459
	Costume deposits (movement)	0	-80	-80	40
	Support Fund contributions	0	264	264	1,091
	LABBS grants	0		0	3,100
	Bank interest	3		3	31
	Receipts received in advance	250		250	750
	Reallocations – see note	-500		-500	-500
<b>TOTAL RECEIPTS</b>		27,108	184	27,292	33,289
<b>PAYMENTS</b>	Venue Hire	1,611		1,611	1,475
	Costume	33		33	226
	Coaching	15		15	524
	MD Expenses	6,788		6,788	6,506
	Music expenses	793		793	1,668
	LABBS Subs	2,622		2,622	3,616
	Retreat 2021	1,677		1,677	0
	Convention 2021	220		220	0
	Support Fund	0	166	166	232
	Website & Comms	1,082		1,082	439
	Miscellaneous	2,820		2,820	1,563
	Donations	0		0	355
	Deposits paid for future events	0		0	4,949
	Reallocations – see note	-2,304		-2,304	0
<b>TOTAL PAYMENTS</b>		15,357	166	15,523	21,553
Excess of Receipts over Payments		11,751	18	11,769	11,736
Balance brought forward		36,667	3,013	39,680	27,944
<b>Balance carried forward</b>		48,418	3,031	51,449	39,680
<b>CASH FUNDS</b>	Bank Current Account			18,570	16,804
	Bank Deposit Account			32,595	22,592
	Petty Cash			284	284
	<b>Balance as at 30th November 2021</b>			51,449	39,680

Note: Deposits paid and receipts received in a previous year for an event that took place in this current year are shown as items reallocated to their appropriate classifications in this current year. The comparative figures have been adjusted accordingly.

<b>Debtors &amp; Prepayments</b>	
Convention 2022 hotel deposit (paid 2018)	£1,000
<b>Creditors &amp; Advance Payments received</b>	
Amersham Action Group (for Dec '21)	£250

<b>Restricted Reserves Balance</b>	
Support Fund	£2,031
Costume deposits	£1,000
<b>Total Restricted Funds</b>	<b>£3.031</b>

### Assets (Equipment)

Location – St. Michael’s Church Hall, Amersham

- 10 Wenger Tourmaster 1.2m folding risers
- 10 Wenger Tourmaster 1.2m additional 4<sup>th</sup> step risers
- 10 Wenger Tourmaster 1.2m back rails
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- 1 Wenger Classic 50 Music Stand

Stored by Musical Director – Helen Lappert

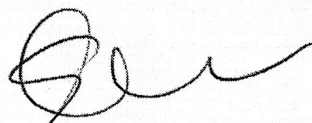
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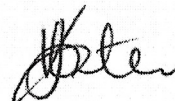
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Accounts prepared by:

Approved by the Management Committee on 12<sup>th</sup> January 2022  
 for adoption by members at the AGM on 18<sup>th</sup> January 2022



Sue Lewis (Treasurer)



Ron Fatemi (Chair)

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AMERSHAM A CAPPELLA**

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'Rosemary Cottage'  
3, Capell Road  
Chorleywood  
Hertfordshire  
WD3 5HY

12<sup>th</sup> January 2022