

AMERSHAM A CAPPELLA

REGISTERED CHARITY 1152868

ANNUAL REPORT & ACCOUNTS

FOR THE YEAR ENDED 30TH NOVEMBER 2024

The Trustees present their report and accounts for the year ended 30th 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 22nd January 2013, revised on 5th February 2019 (AGM) and 30th 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 th January 2024)
Donna Saunders	Vice Chair (appointed 16 th January 2024)
Anne Jones	Treasurer (appointed 17 th January 2023)
Amy O'Reilly	Secretary (appointed 17 th January 2023)
Mary Hawkes	Bookings Secretary (appointed 17 th January 2023)
Claire Sweeney	Membership Secretary (appointed 16 th January 2024)
Soozi Hyde	Public Relations Officer (appointed 30 th April 2024)

Public Relations Officer Role vacant from October 2024 - February 2025

Other Trustees serving during the year were:

Sharon Saywell	Chair (resigned 16 th January 2024)
Hils Apicella	Public Relations Officer (resigned 16 th January 2024)
Jane Price	Membership Secretary (resigned 16 th January 2024)
Soozi Hyde	Public Relations Officer (resigned 27 th 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.

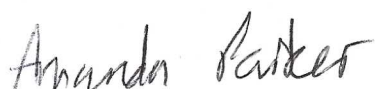
Reserves Policy

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

Approved by the trustees and signed on their behalf:



Amanda Parker (Chair)

18th February 2025

Income & Expenditure Report

Amersham A Cappella

01-DEC-2023 - 30-NOV-2024

	Current Yr	Current Yr	Prior Yr	Prior Yr
INCOME				
4000 REVENUES		43,467		26,582
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	
4100 VOLUNTARY INCOME		5,263		5,085
4105 Support Fund donations	559		994	
4120 Tax Reclaimed on Gift Aid	4,264		3,771	
4135 Costume deposits	440		320	
4200 INVESTMENT INCOME		647		380
4203 Bank account interest	647		380	
4300 FUNDRAISING INCOME		276		1,075
4301 General Fundraising	276		1,075	
4305 Fundraising income for Denver	0		0	
TOTAL INCOME		49,653		33,122
EXPENDITURE				
7000 COST OF SALES		-4,579		-622
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	
TOTAL EXPENDITURE		-48,786		-31,122
SURPLUS/(DEFICIT) FOR PERIOD		867		2,000

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
	RESTRICTED Sub-Total	0	999	-76	4,706	5,629
UNRESTRICTED	General Fund	37,102	63,663	-62,854	-4,706	33,205
	UNRESTRICTED Sub-Total	37,102	63,663	-62,854	-4,706	33,205
	REPORT TOTAL	37,102	64,662	-62,930	0	38,834

Statement of Assets & Liabilities Report

Amersham A Cappella

Period Ending 30-NOV-2024

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

Assets (Equipment)

Location – St. Michael's Church Hall, Amersham

- 10 Wenger Tourmaster 1.2m folding risers
- 10 Wenger Tourmaster 1.2m additional 4th 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 13th February 2025
for adoption by members at the AGM on 18th 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

13th February 2025