

# WALTHAM SINGERS – Charity number 1153650

## ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2021

### **Administrative details**

Waltham Singers is registered as a Charitable Incorporated Organisation with charity registration number 1153650. The principal address of the charity is currently Foxtons, 23 The Street, Little Waltham, Chelmsford, Essex, CM3 3NS.

During the year to 31 March 2021 and up to the date that this report was approved the trustees of Waltham Singers were Christine Eason, Jane Jenkinson, Liz Hall, Kate Hanson, Frances Harrison, Sarah Moran, Sabine Nussey, Noel Pereira, Nadia Smart and Mike Wall

### **Governance**

Waltham Singers is governed by a constitution last amended on 24 October 2013

Trustees are elected from the membership at each Annual General Meeting. Trustees serve until the following Annual General Meeting when they retire and are eligible for re-election. The current trustees were elected at the Annual General Meeting held on 24 September 2020.

The trustees have due regard to the guidance on public benefit published by the Charity Commission when exercising their powers or duties.

### **Objectives**

To promote, improve, develop and maintain high standards of music, particularly singing, through the presentation of public concerts and recitals and by such other means as the trustees determine from time to time.

### **Activities**

The activities of this period have, of course, been totally driven by the course of the pandemic and our necessary adherence to the rules imposed upon us by government. In June 2020 we conducted some trials of rehearsing together using Zoom. After our normal summer break of July/August we initiated a programme of weekly Zoom rehearsals. In no way could this emulate the normal choir practice experience, but we believed it was important to maintain contact with choir members where possible and exercise our vocal cords. Around half of our membership of 90 singers have continued to attend these weekly sessions. We retain the services of our professional Musical Director, Andrew Fardell, although he has stepped back

from the Zoom programme and is not currently taking any salary. Our professional accompanist Jonathan Lilley has taken over the Zoom sessions and we are pleased that he has taken on these extra responsibilities and we can continue to pay him through these difficult times.

### **Financial summary**

We started the year in a strong financial position with just over £13.000 pounds in our reserves. By careful management of our resources, we ended the year with £12,600 in reserve. Although we have not asked members for the annual subscription (£150 payable in September), we did request a contribution for the autumn and spring terms (guide amount £25). The generosity of our members, many of whom contributed more than our guide amount, has helped us to retain a healthy reserve. Also, two Zoom quiz nights yielded a useful £500,

### **Future activities**

We look forward to being able to sing together again. We have zoom sessions booked to the end of June, and we will take our summer break as usual and we hope to start rehearsals in September. We have a date booked at Chelmsford Cathedral in December for a Christmas Concert. We would then follow our usual timetable of concerts in March and June.

Approved by the Trustees 11<sup>th</sup> June 2021

## WALTHAM SINGERS

### **Independent examiner's report to the trustees of "Waltham Singers" Trust**

I report on the accounts of the Trust for the year ended 31st March 2021 which are set out on pages 1, 2 and 3.

### **Respective responsibilities of trustees and examiner**

The CIO's trustees are responsible for the preparation of the accounts. The CIO's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

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

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the CIO 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 statement below.

### **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: to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Signed



Name: Roger Bearman

Address:

WOODSTOCK FORD END CIRENCESTER CM3 1LH

Date:

17/05/2021

	<b>WALTHAM SINGERS</b>				
	Charitable Incorporated Organisation Registered in England and Wales: Charity No.				
					1153650
	<b>RECEIPTS &amp; PAYMENTS ACCOUNT</b>				
	<b>FOR THE PERIOD 1ST APRIL 2020 TO 31ST MARCH 2021</b>				
Last year					
	<b>Receipts</b>				
10,563.95	Concerts	0.00	note 1		
3,067.53	Other Events & Fundraising	515.00	note 2		
13,660.00	Subscriptions	2,986.00			
795.00	Member Donations	0.00			
3,238.07	Gift Aid	2,587.17			
384.00	50:50 Club	416.00			
1,190.00	Friends	785.00			
257.21	Music Lending	29.24			
195.00	Programme advertising	-30.00			
358.00	Other Receipts	48.00	note 3		
31.23	Interest Received	13.20			
4,758.00	Saffron	0.00			
38,497.99	Total - General account	7,349.61			
12,600.00	Tuscany	0.00			
100.00	Reserve	0.00	note 3		
51,197.99	Total Receipts	7,349.61			
	<b>Payments</b>				
13,795.04	Concerts	133.18	note 1		
557.32	Other Events	0.00	note 2		
7,140.00	Musical Director	3,600.00			
2,234.00	Accompanists	2,642.00			
880.00	Rehearsal Facility	57.56			
31.76	Music Library	410.92			
613.00	Making Music (NFMS)	613.00			
275.10	Publicity	69.84			
0.00	Administration	0.00			
497.95	Other Payments	75.00	note 4		
326.70	Payments for last year	223.02	note 5		
140.00	Payments for next year	0.00	note 6		
3,605.90	Saffron	0.00			
30,096.77	Total - General account	7,824.52			
13,000.00	Tuscany	0.00			
43,096.77	Total Payments	7,824.52			
8,101.22	<b>Surplus/ deficit for this period</b>	-474.91			
4,955.09	<b>Opening bank balances</b>	13,056.31			
13,056.31	<b>Closing bank balances</b>	12,581.40			
	<b>CASH FUNDS BREAKDOWN</b>				
	Deposit Accounts	2,730.43			
	Current Account	9,850.97			
	Total	12,581.40			
	General Account	12,981.40			
	Tuscany Account	-400.00			
		12,581.40			
	<b>Accounts prepared by M J Wall</b>				
	<b>Treasurer</b>				

WALTHAM SINGERS				
NOTES TO THE RECEIPTS & PAYMENTS ACCOUNT				
FOR THE PERIOD 1ST APRIL 2020 TO 31ST MARCH 2021				
<b>Note 1 - Concerts</b>		June	December	March
		Gt Waltham	Cathedral	Cathedral
	<u>Total</u>	<u>Petite Messe</u>	<u>Xmas concert</u>	<u>Stabat Mater</u>
Ticket Sales	0.00			
Programme Sales	0.00			
Music Sold to Members	0.00			
Sponsorship	0.00			
<b>Total Receipts</b>	0.00	0.00	0.00	0.00
Orchestra / Accompanist	0.00			
Workshop fees	0.00			
Soloists	0.00			
Venue Fees/staging/chair hire	0.00			
Ticket/Prog/Posters Printing	0.00			
Instrument Hire	0.00			
Music Bought	0.00			
Music Hire	133.18	133.18		
Flowers/Food/Sundries/PRS	0.00			
	0.00			
<b>Total Payments</b>	133.18	133.18	0.00	0.00
<b>Surplus / Deficit</b>	-133.18	-133.18	0.00	0.00
<b>Note 2 - Other events&amp; fund raising</b>				
	<u>Receipts</u>	<u>Payments</u>	<u>Surplus</u>	
Quiz night 1	320.00		320.00	
Quiz night 2	195.00		195.00	
<b>Total</b>	515.00	0.00	515.00	

WALTHAM SINGERS						
NOTES TO THE RECEIPTS & PAYMENTS ACCOUNT						
FOR THE PERIOD 1ST APRIL 2020 TO 31ST MARCH 2021						
<b>Note 3 - Other Receipts</b>						
Easons 50:50 club subs			24.00			
Zwinks 50:50 club subs			24.00			
<b>Total</b>			<b>48.00</b>			
<b>Note 4 - Other Payments</b>						
Pass on 50:50 club subs			24.00			
Pass on 50:50 club subs			24.00			
Flowers for Nadia (appreciation of tour work)			27.00			
<b>Total</b>			<b>75.00</b>			
<b>Note 5 - Payments for last year</b>						
Return of music			48.50			
Chair hire for March concert			108.00			
Credit for music hire not used (COVID19)			66.52			
<b>Total</b>			<b>223.02</b>			
<b>Note 6 - Reserve</b>						
£100 receipt which could not be identified last year has now been included in general Account						
<b>ACCOUNTING POLICIES</b>						
Income is dealt with on a cash received basis and no provision has been made for income due but not received at the accounting year end.						
Receipts have been shown gross with related expenses from fundraising events shown separately. Costs are recognised as they are paid and no provision has been made for any expenses incurred during the year but not settled until after 31st March 2021						
Fixed assets acquired during the year have been written off in the receipts and payments account.						