

# **WALTHAM SINGERS – Charity number 1153650**

## **ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022**

### **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 2022 and up to the date that this report was approved the trustees of Waltham Singers were Christine Eason, Jane Jenkinson, Kate Hanson, Frances Harrison, Sarah Moran, Sabine Nussey, Noel Pereira, Emma Russell, 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 1 July 2021.

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**

At the start of the year Covid restrictions meant we still could not rehearse live together or give live performances. We continued running weekly Zoom sessions, managed by our professional accompanist, Jonathan Lilley, which continued to be supported by around 40 to 50 singers. By July the Trustees decided that, if possible, we should start live rehearsals and we worked with two venues who were able to provide socially distanced accommodation. We started rehearsing in September for a concert in Chelmsford Cathedral in November. Our professional Musical Director, Andrew Fardell returned, and although the numbers were reduced somewhat many of the choir returned and all agreed that singing together again gave a great boost to their sense of well-being. This Cathedral Concert, accompanied by professional orchestra and soloists, was well attended and our choice of music (Vivaldi Gloria and Handel Dixit Dominus) suited the joyful nature of the occasion.

In March, we performed a smaller scale programme in Great Waltham Church, Chelmsford. The main work was Durufle's requiem. We had professional support from a mezzo, a baritone, a cellist and an organist who all provided solo spots to create a varied programme which was well received by an appreciative and large audience.

### **Financial summary**

- Bank balance at start of year £12,500, at end of year £14,500
- While we were only running zoom sessions we asked members for a voluntary donation of £25 per term
- With the resumption of live rehearsals and performances in September normal subscription (£150 per annum) were levied. 70 singers paid subs compared with 90 who paid in the last full year before lockdown.
- Many members added voluntary donations on to the payments we were asking for.
- We maintained contact with the Friends of Waltham Singers, although we had no concerts or events to offer. Most of them continued to support us financially, for which we are very grateful.
- The total amount raised from members and Friends was £12,620. This is £3000 less than was raised in the last full year before lockdown, but is far better than the potential meltdown of funds the Trustees feared when lockdown entered its second year.

### **Future activities**

We are in touch with a number of singers who so far have not felt confident to return. Most of them expect to return in September and we will be looking to attract new members also.

We have 3 concerts planned, June Great Waltham, November Cathedral and March Great Waltham. We hope to build up the singing numbers because that is the main way of building up audience. Part of our strategic aim is to consolidate our financial position in the coming year so that we can promote an ambitious programme in 2023, the choir's Golden Jubilee year.

As people become more relaxed about taking part in social events, we will be planning to hold fund-raising events to raise funds and awareness, using our Golden Jubilee as the theme.

### **Declarations**

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

Signed on behalf of the charity's trustees

Signature: 

Full Name: Michael John Wall

Date: 25 May, 2022

Position: Chair of Trustees



|           |   |           |        |
|-----------|---|-----------|--------|
|           | <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 2021 TO 31ST MARCH 2022</b>                                   |           |        |
| Last year |   |           |        |
|           | <b><u>Receipts</u></b>  |           |        |
| 0         | Concerts  | 7,138.00  | note 1 |
| 515       | Other Events & Fundraising  | 57.00     | note 2 |
| 2,986     | Subscriptions   | 10,475.00 |        |
| 0         | Member Donations  | 1,135.00  |        |
| 2,587     | Gift Aid  | 718.90    |        |
| 416       | 50:50 Club  | 372.00    |        |
| 785       | Friends   | 1,010.00  |        |
| 29        | Music Lending   | 156.32    |        |
| -30       | Programme advertising   | 0.00      |        |
| 48        | Other Receipts  | 41.29     | note 3 |
| 13        | Interest Received   | 3.53      |        |
| 7,350     | Total - General account   | 21,107.04 |        |
| 0         | Tuscany   | 13,000.00 |        |
| 7,350     | Total Receipts  | 34,107.04 |        |
|           | <b><u>Payments</u></b>  |           |        |
| 133       | Concerts  | 9,772.46  | note 1 |
| 0         | Other Events  | 50.00     | note 2 |
| 3,600     | Musical Director  | 5,145.00  |        |
| 2,642     | Accompanists  | 2,660.00  |        |
| 58        | Rehearsal Facility  | 942.56    |        |
| 411       | Music Library   | 221.32    |        |
| 613       | Making Music (NFMS)   | 322.00    |        |
| 70        | Publicity   | 69.84     |        |
| 0         | Administration  | 25.26     |        |
| 75        | Other Payments  | 42.95     | note 4 |
| 223       | Payments for last year  | 0.00      | note 5 |
| 0         | Payments for next year  | 339.76    | note 6 |
| 7,825     | Total - General account   | 19,591.15 |        |
| 0         | Tuscany   | 12,600.00 |        |
| 7,825     | Total Payments  | 32,191.15 |        |
|           |   |           |        |
| -475      | <b>Surplus/ deficit for this period</b>   | 1,915.89  |        |
| 13,056    | <b>Opening bank balances</b>  | 12,581.40 |        |
| 12,581    | <b>Closing bank balances</b>  | 14,497.29 |        |
|           |   |           |        |
|           | <b><u>CASH FUNDS BREAKDOWN</u></b>  |           |        |
|           |   |           |        |
|           | Deposit Accounts  | 2,730.43  |        |
|           | Current Account   | 11,766.86 |        |
|           | Total   | 14,497.29 |        |
|           |   |           |        |
|           | General Account   | 14,497.29 |        |
|           | Tuscany Account   | 0.00      |        |
|           |   | 14,497.29 |        |
|           |   |           |        |
|           | <b>Accounts prepared by M J Wall</b>  |           |        |
|           | <b><u>Treasurer</u></b>   |           |        |

|   |                 |                 |                 |
|---|-----------------|-----------------|-----------------|
| <b>WALTHAM SINGERS</b>                                  |                 |                 |                 |
| <b>NOTES TO THE RECEIPTS &amp; PAYMENTS ACCOUNT</b>     |                 |                 |                 |
| <b>FOR THE PERIOD 1ST APRIL 2021 TO 31ST MARCH 2022</b> |                 |                 |                 |
|   |                 |                 |                 |
| <b>Note 1 - Concerts</b>                                |                 | Nov             | March           |
|   |                 | Cathedral       | Gt Waltham      |
|   | <u>Total</u>    | <u>Gloria</u>   | <u>Durufle</u>  |
|   |                 |                 |                 |
| Ticket Sales  | 6,875.00        | 4,054.00        | 2,821.00        |
| Programme Sales   | 263.00          | 133.00          | 130.00          |
| Music Sold to Members                                   | 0.00            |                 |                 |
| Sponsorship   | 0.00            |                 |                 |
| <b>Total Receipts</b>                                   | <b>7,138.00</b> | <b>4,187.00</b> | <b>2,951.00</b> |
|   |                 |                 |                 |
| Orchestra / Accompanist                                 | 3086.00         | 3086.00         |                 |
| Workshop fees   | 0.00            |                 |                 |
| Soloists  | 2750.00         | 1400.00         | 1350.00         |
| Venue Fees/staging/chair hire                           | 1680.00         | 1518.00         | 162.00          |
| Ticket/Prog/Posters Printing                            | 130.90          |                 | 130.90          |
| Instrument Hire   | 963.18          | 378.18          | 585.00          |
| Music Bought  | 0.00            |                 |                 |
| Music Hire  | 1122.38         | 248.99          | 873.39          |
| Flowers/Food/Sundries/PRS                               | 40.00           |                 | 40.00           |
|   | 0.00            |                 |                 |
| <b>Total Payments</b>                                   | <b>9,772.46</b> | <b>6,631.17</b> | <b>3,141.29</b> |
|   |                 |                 |                 |
| <b>Surplus / Deficit</b>                                | <b>-2634.46</b> | <b>-2444.17</b> | <b>-190.29</b>  |
|   |                 |                 |                 |
| <b>Note 2 - Other events&amp; fund raising</b>          |                 |                 |                 |
|   | <u>Receipts</u> | <u>Payments</u> | <u>Surplus</u>  |
| Quiz night  |                 |                 | 0.00            |
| Coffee morning  |                 |                 | 0.00            |
| Rehearsl coffees  |                 |                 | 0.00            |
| plants/cd's   |                 |                 | 0.00            |
| Garden Party  | 57.00           | 50.00           | 7.00            |
| <b>Total</b>  | <b>57.00</b>    | <b>50.00</b>    | <b>7.00</b>     |



|   |  |  |              |  |  |  |
|---|--|--|--------------|--|--|--|
| <b>WALTHAM SINGERS</b>  |  |  |              |  |  |  |
| <b>NOTES TO THE RECEIPTS &amp; PAYMENTS ACCOUNT</b>   |  |  |              |  |  |  |
| <b>FOR THE PERIOD 1ST APRIL 2021 TO 31ST MARCH 2022</b>   |  |  |              |  |  |  |
|   |  |  |              |  |  |  |
| <b>Note 3 - Other Receipts</b>  |  |  |              |  |  |  |
|   |  |  |              |  |  |  |
| M Angus - one off donation for cd   |  |  | 21.29        |  |  |  |
| concert coach   |  |  |              |  |  |  |
| scarves   |  |  | 10.00        |  |  |  |
| folders   |  |  | 10.00        |  |  |  |
| <b>Total</b>  |  |  | <b>41.29</b> |  |  |  |
|   |  |  |              |  |  |  |
| <b>Reserve for error correction</b>   |  |  |              |  |  |  |
|   |  |  |              |  |  |  |
| <b>Note 4 - Other Payments</b>  |  |  |              |  |  |  |
| Hire of church for AGM  |  |  |              |  |  |  |
| Present for Sabine Nussey (retiring Chair)  |  |  | 42.95        |  |  |  |
| folders (30)  |  |  |              |  |  |  |
| concert coach   |  |  |              |  |  |  |
| xfer 50:50 club sub   |  |  |              |  |  |  |
| <b>Total</b>  |  |  | <b>42.95</b> |  |  |  |
|   |  |  |              |  |  |  |
| <b>Note 5 - Payments for last year</b>  |  |  |              |  |  |  |
| New Hall School - printing music/posters/tickets  |  |  |              |  |  |  |
| Cathedral - PRS   |  |  |              |  |  |  |
| <b>Total</b>  |  |  | <b>0.00</b>  |  |  |  |
|   |  |  |              |  |  |  |
| <b>Note 6 - Payments for next year</b>  |  |  |              |  |  |  |
| music hire for summer concert   |  |  | 153.00       |  |  |  |
|   |  |  |              |  |  |  |
| <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 2022                         |  |  |              |  |  |  |
| Fixed assets acquired during the year have been written off in the receipts and payments              |  |  |              |  |  |  |
| account.  |  |  |              |  |  |  |
|   |  |  |              |  |  |  |
|   |  |  |              |  |  |  |
|   |  |  |              |  |  |  |

## 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 2022

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 CIRELSTON CH3 1HT

Date:

21/4/2022