

# Trustees' annual report for the period



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Period start date 

0	1	0	9	2	0
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 Period end date 

3	1	0	8	2	1
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Charity name 

Instruments of Time and Truth
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Charity No  
(if any) 

1	1	5	9	3	7	1
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## Objectives and Activities

	<b>SORP reference</b>	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further the knowledge and appreciation of baroque and classical music in students and the general public through teaching and performing.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Performing baroque and classical music. Teaching people about early music performance practice
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes.

## Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Like all arts organisations, Instruments of Time and Truth (IT&amp;T) had its regular activities substantially curtailed during the 2020/21 financial year owing to the ongoing effects of the COVID-19 pandemic. From a high point of 31 live engagements in 2018/19, restrictions on gatherings meant that the ensemble was only able to perform live 8 times during the 2020/21 financial year, with all but one of these performances taking place during the summer of 2021.</p> <p>In October 2020, the ensemble produced a video recording of Charpentier's Missa Assumpta Est Maria; this was to have been performed live during the summer of 2020. The recording was made freely available on YouTube in December 2020, and the ensemble performed the work live at the Stour Festival in Kent in June 2021. Plans for a performance in Oxford in the spring of 2021 had to be shelved.</p> <p>Also in October 2020, IT&amp;T performed alongside Magdalen College Choir in a service of choral evensong. These performances have been a staple of IT&amp;T's work to support Oxford's many student choirs, and it was unfortunate that due to lockdowns and restrictions, other planned collaborative services with college choirs were unable to take place.</p> <p>In December 2020, the ensemble had been planning to put on its regular performance of Handel's Messiah, with changes duly made to accommodate social distancing requirements then in place. However, significantly rising rates of COVID-19 infections in the local area in the week before the performance was scheduled to take place led the Trustees to take the difficult decision to cancel the event, for which the organisation incurred a significant financial loss, though some of this was partly offset by audience members choosing to donate their ticket costs. Plans for a concert in the Holywell Music Room in February 2021 also had to be shelved owing to the third lockdown that began in January 2021.</p> <p>In March 2021, the ensemble recorded some of the works that had been intended to be performed at the cancelled concert in the Holywell Music Room, and these were released on YouTube during the spring and summer.</p> <p>As restrictions eased and the impact of the vaccination programme began to be felt in the spring, the ensemble aimed to join those returning to live performance in the safest manner possible. Plans were therefore drawn up for a series of six chamber music concerts in Christ Church Cathedral, which, as one of the largest public spaces in Oxford, would allow for sizeable audiences while some social distancing restrictions remained in place. The six programmes were each devised by a different member of the group and the concerts were a great success for the organisation, with over 700 tickets sold (several concerts selling out), and over 160 young people taking advantage of our free ticket scheme offered in collaboration with CAVATINA Chamber Music Trust.</p> <p>One other matter should be recorded here. Everyone associated with the ensemble was deeply saddened by the unexpected death of the first chair of the Trustees, Professor Angus Hawkins, in December 2020.</p> <p>His contribution to the development of IT&amp;T will be celebrated at a concert in September 2022</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

	<b>SORP reference</b>	
Review of the charity's financial position at the end of the period	Para 1.21	<b>£79, 746</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds reserves amounting to 8 weeks' turnover. This has been calculated according to the last financial year unaffected by COVID, 2018/19.
Amount of reserves held	Para 1.22	<b>£36,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	By means of a resolution passed at a properly convened meeting of the Charity Trustees. In nominating a Trustee, the Trustees shall have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Instruments of Time and Truth
Other name the charity uses	
Registered charity number	1159371
Charity's principal address	72, Abbey Road Oxford OX2 0AG

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Prof. Angus Hawkins	Chair	Until December 2020	
2	Geoffrey Thomas	Chair	From February 2021	
3	Gabriel Amherst		Until August 2021	
4	Dr Janine Aron			
5	Rachel Byrt		From March 2021	
6	Jitka Fort			
7	Prof. Louise Gullifer QC			
8	Anthony Efstathios Kedros			
9	Prof. John Muellbauer			
10	Jessica Osborne			
11	Dr Brittany Wellner James			
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Reference and Administrative details

(cont)

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Instruments of Time and Truth

On accounts for the year  
ended

31 August 2021

Charity no  
(if any)

1159371

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021  
As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Independent  
examiner's statement

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date: 28/06/2022

Name:

ALAN RICHARD GOODWIN

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

Address:

2 North Street

Oxford

OX2 0AY

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).



**Give here brief details of any items that the examiner wishes to disclose.**



Instruments of Time and Truth			Charity No (if any)	1159371	
Annual accounts for the period					
Period start date	01/09/2020	To	Period end date	31/08/2021	

## Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	7,045	23,175	-	30,220	21,206
Charitable activities	S02	19,792		-	19,792	107,537
Other trading activities	S03			-	-	-
Investments	S04	2			2	13
Separate material item of income	S05			-	-	-
Other	S06	-		-	-	5,034
<b>Total</b>	S07	26,840	23,175	-	50,015	133,790
<b>Resources expended (Note 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	850	-	850	-
Charitable activities	S09	52,756	10,107	-	62,863	135,535
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
<b>Total</b>	S12	52,756	10,957	-	63,713	135,535
<b>Net income/(expenditure) before investment gains/(losses)</b>						
Net gains/(losses) on investments	S13	- 25,916	12,218	-	- 13,698	- 1,745
<b>Net income/(expenditure)</b>	S14	-	-	-	-	-
<b>Extraordinary items</b>	S15	- 25,916	12,218	-	- 13,698	- 1,745
<b>Transfers between funds</b>	S16	-	-	-	-	-
<b>Other recognised gains/(losses):</b>	S17	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
<b>Net movement in funds</b>	S20	- 25,916	12,218	-	- 13,698	- 1,745
<b>Reconciliation of funds:</b>						
Total funds brought forward	S21	79,746	-	-	79,746	81,491
<b>Total funds carried forward</b>	S22	53,830	12,218	-	66,048	79,746

## Section B Balance sheet

		Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	-	-	-	-	-
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>		B05	-	-	-	-	-
<b>Current assets</b>							
Stocks	(Note 18)	B06	-	-	-	-	-
Debtors	(Note 19)	B07	6,202	-	-	6,202	6,011
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand	(Note 24)	B09	25,223	37,024	-	62,246	80,529
<b>Total current assets</b>		B10	31,424	37,024	-	68,448	86,540
<b>Creditors: amounts falling due within one year</b>							
	(Note 20)	B11	2,400	-	-	2,400	6,794
<b>Net current assets/(liabilities)</b>		B12	29,024	37,024	-	66,048	79,746
<b>Total assets less current liabilities</b>		B13	29,024	37,024	-	66,048	79,746
<b>Creditors: amounts falling due after one year</b>							
	(Note 20)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>		B15	-	-	-	-	-
<b>Total net assets or liabilities</b>		B16	29,024	37,024	-	66,048	79,746
<b>Funds of the Charity</b>							
Endowment funds	(Note 27)	B17	-	-	-	-	-
Restricted income funds	(Note 27)	B18	-	-	-	-	-
Unrestricted funds		B19	-	-	-	-	-
Revaluation reserve		B20	-	-	-	-	-
<b>Total funds</b>		B21	-	-	-	-	-
Signed by one or two trustees on behalf of all the trustees			Signature		Print Name		Date of approval dd/mm/yyyy

## Declarations

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

### Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Anthony Efstathios Kedros	Louise Gullifer
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Position (eg Secretary,  
Chair, etc)

Trustee	Trustee
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Date

30/06/2022
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