



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 1 August 2019 Period start date

To: 31 July 2020 Period end date

Charity name: Winchester Chamber Music Festival

Charity registration number: 1160142

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote education and the arts for the public benefit particularly by the presentation of the Winchester Chamber Music Festival
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	<p>The principal activities of the Trust are to provide access to the general public, the elderly, children and students in the wider Winchester area to experience and learn about top quality chamber music, underpinned by strong Artistic Direction and high quality playing.</p> <p>The 2020 Festival plans included concerts in primary schools, a masterclass, open rehearsal and a concert for local charity for the elderly, as well as a lunchtime link up with Winchester GoLD which supports young people with learning disabilities. Sadly due to the pandemic the activities had to be postponed but the Festival's ongoing intentions remain the same.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they are complying with their duty to have regard to the guidance on public benefit published by the Charity Commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable

Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	The Festival benefits enormously from the assistance of a group of 20 dedicated volunteers who assist with promotion, audience interface, catering and artists' accommodation.
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>The Trustees had approached the 2020 Festival with confidence, in the knowledge that generous additional donations and subscription upgrades from our Friends, and nearly £2,000 from the Autumn Fundraising Concert, meant that for the first time in several years, the Festival was likely to break even. An exciting programme had been planned and tickets were already selling well. Sadly the Covid 19 lockdown meant the Festival had to be cancelled. Ticket holders were refunded in full but a good number donated the cost of their tickets to the Festival enabling the Trust to pay all booked artists 25% of the agreed fee. We hope to include much of the repertoire and feature many of these fine artists in future years.</p> <p>The published programme was to celebrate the 250th Beethoven anniversary with trios and quartets culminating in the Beethoven Septet. In between, we were looking forward to some gems of the French repertoire, including Messiaen's <i>Quartet for the End of Time</i> in the late night slot. Contemporary composers were represented by Joe Cutler's <i>Slippery Music</i> with a grant offered by the Schubert Ensemble Trust.</p> <p>In the Autumn concert our Artistic Director, Kate Gould, cellist was joined by, David Adams, her violinist colleague from <i>The London Bridge Trio</i>, guitarist, Mark Eden, and viola player, Douglas Paterson. This enabled some unusual and exciting repertoire. All players donated their services.</p> <p>The Trustees met 4 times during the year. We welcomed Carol Orchard, one of our Patrons, as a new Trustee.</p> <p>Our loyal Friends and supporters have continued to support us so the future of the Festival is assured. Plans are developing for the 2021 Festival, bearing in mind the probable restrictions that the Coronavirus may well impose upon us.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The main objectives could not be realised this year with most events cancelled due to Covid restrictions.
Performance of fundraising activities against objectives set	Para 1.41	Fundraising objectives were achieved helping to ensure the future of the Festival.
Investment performance against objectives	Para 1.41	Not applicable
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Festival carries forward healthy reserves of £39,052
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To safeguard the core activities of the charity in periods of fluctuating income, the Trustees have determined to establish unrestricted reserves sufficient to cover, as a minimum, six months costs. At 31 July 2020 the balance on the general reserve was £39,052 which the Trustees believe to be adequate. This is the result of a deliberate policy to ensure there are sufficient funds to cover costs for several months if necessary.
Amount of reserves held	Para 1.22	£39,052
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The main sources of income for the charity are a combination of income from our thriving Friends organisation, ticket income and fundraising activity from trusts and foundations.
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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	Post Covid 19 smaller audiences from social distancing and/or loss of confidence amongst elderly concert goers as well as a potential loss of main venues. Outreach activities with schools and the elderly may prove impossible for a while.
Other		

Structure, Governance and Management

Description of charity's trusts:		The Winchester Chamber Music Festival Trusts has no subsidiaries.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution dated 16 February 2015
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation registered 26 January 2015
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	The existing trustees select individuals having regard to the skills, knowledge and experience needed for the effective administration of the CIO. The trustees are aware of the need to broaden the range of background and skills of the Board and will be seeking ways to achieve this.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new trustees receive the published Charity Commission Guidance, the Constitution of this charity and the previous year's report and accounts.
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		The Artistic Director, as one of the founders of the Festival, receives a fee for her Artistic Direction (£2,000 in 2020) and, on the same basis as the other players, a fee for playing at the Festival.

Reference and Administrative details

Charity name	Winchester Chamber Music Festival Trust
Other name the charity uses	
Registered charity number	1160142
Charity's principal address	27 Parchment Street Winchester, SO23 8AZ

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	Kate Joanna Gould	Artistic Director		
2	Hilary Jane Webster	Chair		
3	Christine Chamberlain			
4	Richard Sutherland Thomas			
5	Carol Orchard			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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
Festival Manager	Lucy Bending	70 Overstone Road, Harpenden, AL5 5PJ

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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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

H.J. Webster

Full name(s)

HILARY JANE WEBSTER

Position (eg
Secretary, Chair, etc)

CHAIR

Date

27 Jan / 2021

Winchester Chamber Music Festival 2020

Income and Expenditure Account

	2020 £	2020 Budget	2019 £	2020 predicted actuals taking the 2019 and 2021 Income and exp out	Notes
Income					
Ticket Sales	0.00	17,000.00	20,686.00		0.00
Programme Sales	0.00	600.00	1,152.00		0.00
Programme Adverts	110.00	1,600.00	1,600.00	late payment from 2019	0.00
Education Fees	0.00	0.00	260.00		0.00
Friends	10,949.00	11,725.00	9,624.00		10,949.00
Gift Aid	5,089.34		2,904.05		5,494.00 est from RT
Autumn Concert	2,184.30	1,500.00	1,720.92		2,184.30
Arts Council	150.00	1,500.00	1,350.00	late payment from 2019	0.00
BID	750.00	750.00	1,750.00		750.00
Schubert Ensemble Grant	0.00	400.00	0.00		0.00
Ticket donations	7,488.00	0.00			7,488.00
Donations	7,400.00	500.00	3,436.35		7,400.00
	34,120.64	35,575.00	44,483.32		34,265.30
Expenditure					
Artistic Direction	2,000.00	2,000.00	2,600.00		2,000.00
Artists Fees	2,413.67	11,650.00	10,150.00		2,413.67 to be decided
Artists Expenses	0.00	400.00	471.51		0.00
Artists Sundry	0.00	300.00	0.00	PRS	0.00
Venue Hire	3,691.70	3,241.00	1,796.40	late payment of DC cost	0.00
Ticket Commission	0.00		1,764.74		0.00
Piano	0.00	2,028.00	1,992.00		0.00
Programme Costs	550.00	1,700.00	1,145.00		0.00
Education Fees	0.00		1,200.00		0.00
Autumn Concert Costs	156.00		729.54		156.00
Design & Print	1,320.20	2,500.00	2,609.80		1,320.20
Marketing	273.80	500.00	838.80		273.80
Distribution	301.03	500.00	647.75		301.03
Website	60.00	2,000.00	2,630.00		60.00
Friends	142.72	1,200.00	906.27		142.72
Administration Fees	10,837.61	11,050.00	9,145.80	includes £1k from 2019 fee	12,337.61 1500 due to LB at end of Festival year
Insurance	255.00		255.00		255.00
Sundry Expenses	642.50	1,000.00	1,070.00		642.50
	22,644.23	40,069.00	39,952.61		19,902.53 difference is due to 840 Graphic Design House 2020/21 cost
Surplus / (Deficit)	<u>11,476.41</u>	<u>(4,494.00)</u>	<u>4,530.71</u>		<u>14,362.77</u>

Winchester Chamber Music Festival 2020

Balance Sheet

	2020 £	2019 £	Bank Account	01/08/2019	31652.47
Prepayments	840	0.00			
Cash at Bank	42288.88	31,652.47	Income		34120.64
Income in Advance	2913	2,913.00	Expenditure		23484.23
					42288.88
Net Assets	<u>40,215.88</u>	<u>28,739.47</u>			
Reserves Brought forward	28739.47	24,208.76	28/07/2020	42288.88	
Surplus / (Deficit)	11476.41	4,530.71			0
	<u>40,215.88</u>	<u>28,739.47</u>			

Winchester Chamber Music Festival 2020

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	<u>40,215.88</u>	<u>28,739.47</u>			