

# Trustees' Annual Report for the period

From		Period start date			To		Period end date		
		Day	Month	Year			Day	Month	Year
		01	04	2021			31	03	2022

## Section A Reference and administration details

Charity name	The Assembly Project
Other names charity is known by	N/A
Registered charity number (if any)	1161616
Charity's principal address	14 Palmyra Road
	Bristol
Postcode	BS3 3HU

### 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	B Alexander		11 May 2015 to present	
2	P Hughes		11 May 2015 to present	
3	A Nicolson		11 May 2015 to present	
4	J West		11 May 2015 to present	
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The four remaining first charity trustees, listed above in section A were appointed in May 2015, with the option to extend these initial terms. Apart from these four trustees, every subsequent trustee must be appointed for a term of three years, by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The charity's objects are to promote the arts for the benefit of the public, in particular but not exclusively the art of music, in particular but not by way of limitation by providing musical performances which maintain and improve the public's understanding and appreciation of the arts. To advance education in the arts, in particular the art of music, for the benefit of young people and emerging artists, in particular by providing workshops and musical performances. To advance such charitable purposes (according to the law of England and Wales) as the trustees see fit from time to time. There has been no change to these objects within the year.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The policies adopted in furtherance of these objects are to develop and organise public performances of music and music education activities.

In line with its objects, the charity has undertaken activity related to music and education in music and the arts. This includes the development of projects for public performance and work with and for community groups and young people.

The trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

In its seventh year of operation, during the period 01 April 2021 to 31 March 2022, the charity continued to scale activity to the available financial resources and personnel.

A new production of The Ghost Train opera by Paul Crabtree was being produced by The Assembly Project, to premiere at St Magnus International Festival in June 2022. The two charitable donations in the charity's restricted funds would contribute to this production.

Toads on a Tapestry, premiered by The Assembly Project in 2015, would be revived as part of the Queen's Jubilee Celebrations and to coincide with an exhibition of the Magna Carta in Faversham, Kent. This would again be a collaboration between The Assembly Project musicians, the community choir Faversham Voices and Faversham Music Club.

**Brief statement of the charity's policy on reserves**

The charity had total incoming resources of £3714 for the year. Resources expended during the year were £354. At the balance sheet date, the charity's funds had a book value of £22,998. The charity does not currently have a written policy on reserves.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F**



**Other optional information**

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	BETHANY ALEXANDER	ALASDAIR NICOLSON
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE

Date 9 / 12 / 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Assembly Project

1161616

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2021

To

Period end date  
31/03/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Charitable activities	-	3,714	-	3,714	-
Refund of charity website hosting costs	-	-	-	-	76
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	3,714	-	3,714	76
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	3,714	-	3,714	76
<b>A3 Payments</b>					
Charitable activities (costs)	354	-	-	354	-
Accountant	-	-	-	-	500
Charity website hosting	-	-	-	-	89
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	354	-	-	354	589
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	354	-	-	354	589
<b>Net of receipts/(payments)</b>	- 354	3,714	-	3,360	- 513
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	4,014	15,624	-	19,638	20,430
<b>Cash funds this year end</b>	3,660	19,338	-	22,998	19,917

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	<b>Total cash funds</b>	<b>3,660</b>	<b>19,338</b>	

(agree balances with receipts and payments account(s))

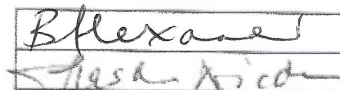
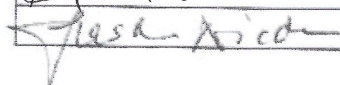
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	BETHANY ALEXANDER	9/12/22
	ALASDAIR NICOLSON	9/12/22