

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2023		31	03	2024

## 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)

--

## 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.

--

## 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.

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

**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)**

**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 ninth year of operation, during the period 01 April 2023 to 31 March 2024, the charity continued to scale activity to the available financial resources and personnel.

Preparations were underway for two new projects scheduled for summer 2023. The Assembly Project was continuing its close collaboration with St Magnus International Festival with two projects planned for the festival in June 2023. This collaborative activity, working with other artforms and young people, fulfilled the charity's objectives to promote the arts for the benefit of the public and to advance education in the arts.

**The Rhythm of Stones:** A specially commissioned work bringing together the writing of some of the members of Orkney Voices Group with the quirky music of Stephen Deazley. The new piece presents folk tales and legends with lyrics in Orcadian dialect that come together with singing, body percussion, percussion bands and dancing. A celebration of the young talent of primary school children. A project with children's choirs from primary schools across the Orkney islands, conducted by Stephen Deazley. This performance is a world premiere.

**Magnus Mixtape:** Summer 2024 will also see a return to Kirkwall's magnificent St Magnus Cathedral. The Assembly Project's ensemble of musicians will fill the building with atmospheric musical arrangements. This will be an immersive experience and promenade style performance with stunning video mapping from Illuminous, which will explore the themes of the Cathedral's fascinating history and St Magnus's story. The relaxed and immersive style of this event aims to attract a large audience of all ages. This event builds on similar style performances produced by the charity in previous years.

## Section E Financial review

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

The charity had total incoming resources of £0 for the year. Resources expended during the year were £19. At the balance sheet date, the charity's funds had a book value of £11,087. 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:


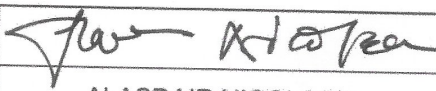
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## 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	28 / 01 / 2025	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2023

To

Period end date  
31/03/2024

### 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	-	-	-	-	8,750
Barclays Bank complaint compensation	-	-	-	-	50
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	8,800
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	8,800
<b>A3 Payments</b>					
Website Hosting	19	-	-	19	-
Charitable Activities	-	-	-	-	20,692
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	19	-	-	19	20,692
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	19	-	-	19	20,692
<b>Net of receipts/(payments)</b>	- 19	-	-	- 19	- 11,892
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	11,106	-	-	11,106	22,998
<b>Cash funds this year end</b>	11,087	-	-	11,087	11,106

### 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 £
<b>B1 Cash funds</b>				
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	11,087	-	-

**B2 Other monetary assets**

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

**B3 Investment assets**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

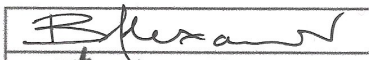

**B4 Assets retained for the  
charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	BETHANY ALEXANDER	28/01/25
	ALASDAIR NICOLSON	27.1.25