

# Trustees' Annual Report for the period

		Period start date					Period end date		
From	Day	Month	Year	To	Day	Month	Year		
	01	04	2024		31	03	2025		

## 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 09 January 2026	
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. Paul Hughes' term as charity trustee will end in the following financial year, on 9 January 2026, and a new trustee will be appointed for an initial term of three years.

## 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.

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 tenth year of operation, during the period 01 April 2024 to 31 March 2025, the charity continued to scale activity to the available financial resources and personnel.

In Summer 2024, The Assembly Project continued its strong partnership with St Magnus International Festival, with a performance as part of 'Magnus Mixtape' in Kirkwall's St Magnus Cathedral. The Assembly Project's ensemble of musicians filled the building with atmospheric musical arrangements. This was an immersive experience and promenade style performance with stunning video mapping from Illuminous, which explored the themes of the Cathedral's fascinating history and St Magnus's story. The relaxed and immersive style of this event attracted a large audience of all ages. This event built on similar style performances produced by the charity in previous years.

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.

## 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 £0. 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

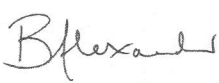
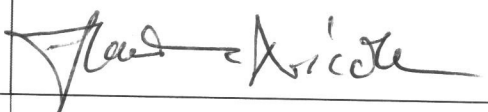
## Other optional information

## 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	23/01/2026	23/0/2026



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
The Assembly Project

No (if any)  
1161616

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2024

To

Period end date  
31/03/2025

### 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>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	-	-	-	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-
<b>A3 Payments</b>					
Website Hosting	-	-	-	-	19
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	19
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	19
<b>Net of receipts/(payments)</b>	-	-	-	-	19
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	11,087	-	-	11,087	11,106
<b>Cash funds this year end</b>	11,087	-	-	11,087	11,087

### 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	-	-

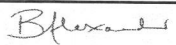
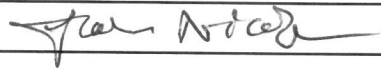
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details		-	
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	BETHANY ALEXANDER	23/01/2026
	ALASDAIR NICOLSON	23/01/2026