

SOUTHEND BOYS' CHOIR AND SOUTHEND GIRLS' CHOIR CIO

England & Wales · Charity number 1161752

Details

Status Registered

Legal form CIO

Registered 2015-05-20

Register [View on the Charity Commission register](#)

Contact

Address 9 Vermeer Crescent
Shoeburyness
Southend-On-Sea
SS3 9TJ

Phone 07774004699

Email southendchoirs@gmail.com

Website www.southendchoirs.org.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE (A) TO PROMOTE, IMPROVE, DEVELOP AND MAINTAIN PUBLIC EDUCATION AND APPRECIATION OF CHORAL MUSIC AND RELATED ACTIVITIES IN ALL ITS ASPECTS BY THE PRESENTATION OF PUBLIC CONCERTS, RECITALS BROADCASTS RECORDINGS OR AT THE INVITATION OF PROMOTERS, ORGANISATIONS AND OTHER ARTISTIC BODIES; AND (B) TO EDUCATE AND ENHANCE THE SKILLS OF THE MEMBERS OF ANY CHOIR RUN BY THE CIO THROUGH A RANGE OF PERFORMANCE OPPORTUNITIES IN THE UK AND ABROAD.

Activities: The Southend Boy's and Southend Girl's choir enable music to be performed for the public benefit. Young people are given training and access to choral music to enable them to enjoy singing for the public across the country and the world and to gain skills. Young people sing together under the direction of a musical director, and learn to appreciate the skills of choral music.

Classification

- **How:** Provides Human Resources
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Children/young People, The General Public/mankind

Geography

- Southend-on-sea

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-08-31 | £70,079 | £61,189 | - | - |
| 2023-08-31 | £72,384 | £71,005 | - | - |
| 2022-08-31 | £64,930 | £76,544 | - | - |
| 2021-08-31 | £26,383 | £26,986 | - | - |
| 2020-08-31 | £58,191 | £53,422 | - | - |

Trustees

| Name | Role | Appointed |
|------------------------|-------|------------|
| Roger G Davis | Chair | 2024-10-14 |
| Anne Jones | | 2025-10-06 |
| Christine Wallen | | 2020-11-02 |
| Emer McNeela | | 2021-07-12 |
| Ian Mark Elson Croft | | 2025-10-06 |
| JACQUELINE MULLAN | | 2015-09-04 |
| James Devor | | 2024-11-25 |
| Julie Kathleen Cushion | | 2021-11-02 |

SOUTHEND BOYS' CHOIR AND SOUTHEND GIRLS' CHOIR CIO

England & Wales - Charity number 1161752

Accounts



Southend Boys' Choir and Southend Girls' Choir Trust
Report of the Trustees for the year ending 31 August 2024

Registered Charity Number: 1161752
Principal address: Rosemary Pennington – PO Box 6, Civic Centre,
Victoria Avenue, Southend on Sea, Essex SS2 6ER
Email: Southendchoirs@gmail.com
Website: www.southendchoirs.org.uk
Trustees: Jackie Mullan (Chair), Julie Cushion, Emer McNeela, Christine Wallen
(Treasurer), Roger Davis, Cllr Anne Jones (Council Rep)
Bankers: CAF Bank, 25 Kings Hill Avenue,
Kings Hill, West Malling ME19 4JQ

What the charity does

Southend Boys' and Girls' Choirs are amongst the leading youth choirs in the country, each choir rehearsing and performing in its own right as well as in joint performances.

The formal objectives of the CIO are to:

- a) promote, improve, develop and maintain public appreciation and education of choral music and related activities in all aspects by the presentation, of public concerts, recitals, broadcasts, recordings or at the invitation of promoters and other artistic bodies; and
- b) educate and enhance the skills and enjoyment of all members of the choirs through a range of performances and musical opportunities, in the UK and abroad.

The Choirs recruit from all schools in the borough and beyond. There are no joining or subscription fees for choir membership, so the Choirs draw on a very wide range of backgrounds, as well as a big age range - singers may enter our boys choir at 8 and girls choir at 10, but, although our Little Singers group closed this year, our Step-Up Choir continues to provide an early introduction to the enjoyment of singing from age 6. Members may stay until university and beyond via our offshoot choirs – the Southend Young Men's Chorus for male voices and the Chorus Sirenum for female voices. We work hard to promote a friendly, inclusive and welcoming culture for members to feel accepted, safe and happy. Additionally, there is no entry requirement to read music or to have had any previous music training. Consequently, the Choirs are open to everyone and our membership is diverse.

Public benefits

The trustees consider the CIO's activities benefit the public through the provision of high quality, creative musical concerts and opportunities for young people, irrespective of their families' means, to develop their musical skills and interests positively and to give regular performances for public enjoyment.

Activities during the year

Highlights this year

- At the "Our Planet" concert held in October we were joined by the composer Russell Hepplewhite to premier a work commissioned by the choirs, 'From Mountains to Valleys'. This was composed with the help of school children around the city to celebrate our environment

and we were joined by singers from many of the schools involved. Later in the year we were asked by Russell to take part in a professional recording of the piece

- During the summer holidays we trialed a new venture, a week long Musicals Week offering singers the opportunity to perform scenes from a selection of musicals. This year we had 45 singers join the activity with a sold out end of week performance. The week was offered free of charge to choir members and opened to other young people in the city.
- We have been able to offer our singers many varied opportunities over the year. Alongside performances in events such as the Holocaust Memorial Service, the Mayor's Charity Concert and concerts in Southend singers have also taken part in concerts at major London venues such as the Royal Albert Hall, the Royal Festival Hall and the Actors Church, St Paul's in Covent Garden. In addition, 26 singers took part in a seven day tour of Germany's Rhineland with performances at the Altenberger Dom and Maria Laach Abbey. As well as the concerts, the singers enjoyed a river cruise, a chocolate tour and a visit to Phantasialand.
- Thanks to The Birn Trust we have also been able to add an additional payment of £250 to the current £500 from the English Speaking Union to support local young musicians who are continuing their musical studies at a recognised institution of higher education. We delayed the award of the fourth annual bursary to better fit in with applicants' study schedules. The closing date for applications is 30th September 2024.

Financial Review

Each quarter the Trustees receive and consider a detailed statement of the CIO's current financial position. During the current year, the adequacy of reserves has been regularly monitored. The Trustees consider that the financial position remains satisfactory following the period of recovery from the pandemic when the Choirs' activities and income had been limited. Trustees are actively looking at ways to enhance the CIO's fundraising efforts as we return to a full programme of activities (and expenses), but remain firmly committed to there being no subscription or other charge for choir membership. To this end we applied for grants from ROSCA, Essex County Council Cultural grants, Richard Cherry Foundation and the Community Investment Fund. All applications were unsuccessful in this instance, but we continue to make applications to appropriate funds. In addition, our Artistic Directors have continued to request that they are paid at a significantly reduced rate.

Volunteers

Our volunteers are definitely 'key workers' for the Choirs' operation, whether they undertake direct roles at choir activities or get involved behind the scenes in areas such as fundraising or publicity. They are DBS checked to ensure safeguarding is at the centre of choir work, with the choirs' specific policies on safeguarding and child protection regularly reviewed to reflect current guidance and any government policy changes. All volunteers and helpers undertake specific safeguarding training - some volunteers are also Southend Council registered chaperones, ensuring a high degree of regard for the welfare of the choristers when they are with the choirs. The Trust are hugely grateful to the team of volunteers that carry out the considerable work needed to run the Choirs.

Structure, Governance and Management

The Southend Boys' and Girls' Choirs registered with the Charity Commission in 2007 and reconstituted in May 2015 as a Charitable Incorporated Association ('CIO'). This is a legal form

enabling a charity to enter into contracts as a corporate body, rather than, with non-corporate status, trustees bearing individual liability for any contracts they enter into on behalf of the charity.

Trustees are expected to show an active interest in the work and benefits of the choirs, and nominees for appointment are given full briefing about these before being considered. In making successor appointments, Trustees have regard to the skills, knowledge and experience offered towards achieving the effective administration of the CIO.

Trustees held frequent meetings over the current year (4 meetings in addition to the AGM). Trustees had previously taken the decision to temporarily recruit 2 additional Trustees, as permitted by the CIO's Constitution in "exceptional circumstances", increasing the complement to 9. This was reviewed at the 2023 AGM and the 2024 AGM, to return to the normal complement of 7 which means we are one trustee to recruit.

Signed on behalf of Trustees:



Chair of Trustees

02.12.2024

Date

Southend Boys' and Southend Girls' Choirs

Summary of accounts for 01/09/23 - 31/08/2024

| | <u>Expenditure</u> | | <u>Income</u> | | <u>Total</u> | |
|-----------------------|--------------------|----------|---------------|----------|--------------|------------------|
| Balance B/F | | | | | £ | 51,324.41 |
| <u>100 Club</u> | £ | 670.75 | £ | 1,455.00 | £ | 784.25 |
| <u>Admin</u> | £ | 95.00 | £ | 1,425.50 | £ | 1,330.50 |
| <u>Bursary</u> | £ | - | £ | 5,000.00 | £ | 5,000.00 |
| <u>Concerts</u> | | | | | £ | 1,121.32 |
| St Paul's | £ | 1,850.00 | £ | 1,267.70 | -£ | 582.30 |
| Christmas Carol | £ | 550.00 | £ | 852.14 | £ | 302.14 |
| Spring Concert | £ | 150.00 | £ | 1,138.59 | £ | 988.59 |
| Summer concert | £ | 350.00 | £ | 762.89 | £ | 412.89 |
| <u>Donations</u> | £ | - | £ | 7,349.24 | £ | 7,349.24 |
| <u>Engagements</u> | | | | | £ | 5,187.74 |
| Sandon | £ | - | £ | 250.00 | £ | 250.00 |
| Carmina Burana | £ | 895.00 | £ | 850.00 | -£ | 45.00 |
| Langbourn Ward | £ | - | £ | 450.00 | £ | 450.00 |
| Butcher's Hall | £ | 620.00 | £ | 600.00 | -£ | 20.00 |
| Claridges | £ | 2,881.67 | £ | 6,795.40 | £ | 3,913.73 |
| Treasurers Dinner | £ | - | £ | 350.00 | £ | 350.00 |
| Carmina Burana RFH | £ | 662.40 | £ | 700.00 | £ | 37.60 |
| St Matthew's Passion | £ | 96.33 | £ | 172.74 | £ | 76.41 |
| Choral Society | £ | 71.76 | £ | 171.76 | £ | 100.00 |
| Wedding | £ | 75.00 | £ | 150.00 | £ | 75.00 |
| <u>Fees - R&R</u> | £ | 4,325.04 | | | -£ | 4,325.04 |
| <u>General</u> | | | | | -£ | 5,759.87 |
| Hall hire | £ | 2,442.50 | | | -£ | 2,442.50 |
| music | £ | 32.29 | | | -£ | 32.29 |
| sundries | £ | 3,030.50 | £ | 287.70 | -£ | 2,742.80 |
| website | £ | 887.88 | £ | 345.60 | -£ | 542.28 |
| <u>Jack Petchey</u> | £ | 1,900.00 | £ | 2,500.00 | £ | 600.00 |
| <u>Little Singers</u> | £ | 679.50 | £ | 1,000.00 | £ | 320.50 |
| <u>Musicals week</u> | £ | 1,325.00 | £ | 1,170.69 | -£ | 154.31 |

| | | | | | | | |
|----------------------------|-----------|-----------|------------------|-----------|------------------|------------------|-----------------|
| <u>Schools project</u> | £ | 200.00 | £ | 443.97 | £ | 243.97 | |
| <u>Step Up</u> | £ | 1,486.00 | £ | - | -£ | 1,486.00 | |
| <u>Theatre Trip</u> | £ | 869.75 | £ | 1,150.00 | £ | 280.25 | |
| <u>Tour 2023</u> | £ | 200.00 | £ | 1,799.43 | £ | 1,599.43 | |
| <u>Tour 2024 The Rhine</u> | £ | 32,949.11 | £ | 30,251.00 | -£ | 2,698.11 | |
| <u>Tour Funds</u> | £ | 1,805.43 | £ | 306.58 | -£ | 1,498.85 | |
| <u>Uniform</u> | | | | | £ | 995.16 | |
| | Girls | £ | 87.84 | £ | 595.00 | £ | 507.16 |
| | Boys | £ | - | £ | 168.00 | £ | 168.00 |
| | Hoodies | £ | - | £ | 267.00 | £ | 267.00 |
| | pre-loved | £ | - | £ | 53.00 | £ | 53.00 |
| <u>TOTAL</u> | | £ | 61,188.75 | £ | 70,078.93 | £ | 8,890.18 |
| Brought forward | | | | | £ | 51,324.41 | |
| Balance in Bank | | | | | £ | 60,214.59 | |
| Cash | | | | | £ | 20.00 | |
| Total | | | | | £ | 60,234.59 | |

| <u>Ringfenced areas</u> | | <u>B/F</u> | <u>2023-2024</u> | | <u>Balance</u> | |
|-------------------------------|----|------------|------------------|----------|----------------|------------------|
| Arts Council | £ | 21.45 | | £ | 21.45 | |
| Bursary | £ | 3,500.00 | £ | 5,000.00 | £ | 8,500.00 |
| Chorus Sirenum | £ | 506.25 | | £ | 506.25 | |
| Jack Petchey | £ | 1,788.36 | £ | 600.00 | £ | 2,388.36 |
| Little Singers | -£ | 288.00 | £ | 320.50 | £ | 32.50 |
| Tour 2023 | -£ | 1,599.43 | £ | 1,599.43 | £ | - |
| Tour 2024 | | | -£ | 2,698.11 | -£ | 2,698.11 |
| Tour Funds | £ | 9,713.62 | -£ | 1,498.85 | £ | 8,214.77 |
| <u>Funds Available</u> | | | | | £ | 40,571.26 |

Payments outstanding

General includes termly hall hire, music, gifts etc

Admin includes postage, bank fees etc

Independent Examiner's Report to the Trustees of
The Southend Boys' Choir and Southend Girls' Choir Trust

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

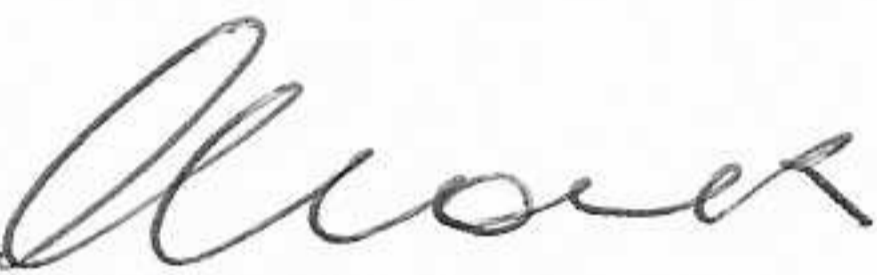
In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date

5/2/2025

G. Atcock

INDEPENDENT EXAMINER

SOUTHEND BOYS' CHOIR AND SOUTHEND GIRLS' CHOIR CIO

England & Wales - Charity number 1161752

Accounts



Southend Boys' Choir and Southend Girls' Choir Trust
Report of the Trustees for the year ending 31 August 2023

Registered Charity Number: 1161752
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Victoria Avenue, Southend on Sea, Essex SS2 6ER
Email: info@southendchoirs.org.uk
Website: www.southendchoirs.org.uk
Trustees: Jackie Mullan (Chair), Paul Sedgwick (Treasurer), Julie Cushion, Emer
McNeela, Chris Walker, Verina Weaver, Christine Wallen
Bankers: CAF Bank, 25 Kings Hill Avenue,
Kings Hill, West Malling ME19 4JQ

What the charity does

Southend Boys' and Girls' Choirs are amongst the leading youth choirs in the country, each choir rehearsing and performing in its own right as well as in joint performances.

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- a) promote, improve, develop and maintain public appreciation and education of choral music and related activities in all aspects by the presentation, of public concerts, recitals, broadcasts, recordings or at the invitation of promoters and other artistic bodies; and
- b) educate and enhance the skills and enjoyment of all members of the choirs through a range of performances and musical opportunities, in the UK and abroad.

The Choirs recruit from all schools in the borough and beyond. There are no joining or subscription fees for choir membership, so the Choirs draw on a very wide range of backgrounds, as well as a big age range - singers may enter our main choirs at 8, but our younger groups Little Singers and Step-Up Choir provide an early introduction to the enjoyment of singing from as young as age 3. Members may stay until university and beyond via our offshoot choirs – the Southend Young Men's Chorus for male voices and the Chorus Sirenum for female voices. We work hard to promote a friendly, inclusive and welcoming culture for members to feel accepted, safe and happy. Additionally, there is no entry requirement to read music or to have had any previous music training. Consequently, the Choirs are open to everyone and our membership is diverse.

Public benefits

The trustees consider the CIO's activities benefit the public through the provision of high quality, creative musical concerts and opportunities for young people, irrespective of their families' means, to develop their musical skills and interests positively and to give regular performances for public enjoyment.

Activities during the year

Highlights this year

- **Storm the Pier:** In September, 34 singers took part in a day long workshop from The Come and Sing Company, which culminated in a flash mob on Southend Pier. This was greatly enjoyed by all who took part. This project was funded by the Local Cultural Education Partnership.
- Following the sad news of the late Queen's death, the Choirs were invited to sing at the city vigil before the funeral. Later in the year they were also invited to take part in the city celebration of King Charles coronation.
- We have been able to offer our singers many varied opportunities over the year. Alongside performances in events such as the Holocaust Memorial Service and concerts in Southend singers have also taken part in concerts at major London venues such as the Royal Albert Hall, the Royal Festival Hall and the church of St Bartholemew the Great. Some singers also took part in filming for the major Netflix series, Bridgerton. In addition, 30 singers took part in a short tour of the Netherlands performing in Amsterdam and Edam.
- We awarded the third annual bursary, in association with the English Speaking Union, to support local young musicians who are continuing their musical studies at a recognised institution of higher education.

Financial Review

Each quarter the Trustees receive and consider a detailed statement of the CIO's current financial position. During the current year, the adequacy of reserves has been regularly monitored. The Trustees consider that the financial position remains satisfactory following the period of recovery from the pandemic when the Choirs' activities and income had been limited. Trustees are actively looking at ways to enhance the CIO's fundraising efforts as we return to a full programme of activities (and expenses), but remain firmly committed to there being no subscription or other charge for choir membership. To this end we applied for grants from ROSCA, Essex County Council Cultural grants, Richard Cherry Foundation and the Community Investment Fund. All applications were unsuccessful in this instance, but we continue to make applications to appropriate funds. In addition, our Artistic Directors have continued to request that they are paid at a significantly reduced rate.

Volunteers

Our volunteers are definitely 'key workers' for the Choirs' operation, whether they undertake direct roles at choir activities or get involved behind the scenes in areas such as fundraising or publicity. They are DBS checked to ensure safeguarding is at the centre of choir work, with the choirs' specific policies on safeguarding and child protection regularly reviewed to reflect current guidance and any government policy changes. All volunteers and helpers undertake specific safeguarding training - some volunteers are also Southend Council registered chaperones, ensuring a high degree of regard for the welfare of the choristers when they are with the choirs. The Trust are hugely grateful to the team of volunteers that carry out the considerable work needed to run the Choirs.

Structure, Governance and Management

The Southend Boys' and Girls' Choirs registered with the Charity Commission in 2007 and reconstituted in May 2015 as a Charitable Incorporated Association ('CIO'). This is a legal form

enabling a charity to enter into contracts as a corporate body, rather than, with non-corporate status, trustees bearing individual liability for any contracts they enter into on behalf of the charity.

Trustees are expected to show an active interest in the work and benefits of the choirs, and nominees for appointment are given full briefing about these before being considered. In making successor appointments, Trustees have regard to the skills, knowledge and experience offered towards achieving the effective administration of the CIO.

Trustees held frequent meetings over the current year (4 meetings in addition to the AGM). Trustees had previously taken the decision to temporarily recruit 2 additional Trustees, as permitted by the CIO's Constitution in "exceptional circumstances", increasing the complement to 9. This was reviewed at the 2022 AGM and will be further reviewed at the 2023 AGM, aiming to return to the normal complement of 7 as and when circumstances allow.

Signed on behalf of Trustees:

A. Mulligan

Chair of Trustees

13.11.23

Date

Southend Boys' and Southend Girls' Choirs

Summary of accounts for 01/09/22 -31/08/2023

| | <u>Expenditure</u> | <u>Income</u> | <u>Total</u> |
|--|--------------------|---------------|--------------------|
| Balance B/F | | | £ 50,349.83 |
| <u>100 Club</u> | £ 550.00 | £ 1,375.00 | £ 825.00 |
| <u>Admin</u> | £ 135.00 | £ 589.08 | £ 454.08 |
| <u>Arts Council Project (unlocked)</u> | £ 650.00 | £ 1,455.00 | £ 805.00 |
| <u>Bursary</u> | £ 500.00 | £ - | -£ 500.00 |
| <u>Concerts</u> | | | £ 2,731.39 |
| A time to remember | £ - | £ 594.34 | £ 594.34 |
| Christmas Carol | £ 350.00 | £ 1,168.73 | £ 818.73 |
| Gt St Barts | £ 2,110.12 | £ 2,585.12 | £ 475.00 |
| Spring | £ 23.00 | £ 785.99 | £ 762.99 |
| Planet concert | £ - | £ 80.33 | £ 80.33 |
| <u>Donations</u> | £ 2,010.00 | £ 2,116.23 | £ 106.23 |
| <u>Engagements</u> | | | £ 8,317.99 |
| Carmina Burana RAH | £ 850.00 | £ 800.00 | -£ 50.00 |
| Langbourn Ward Carol Service | £ 6.00 | £ 450.00 | £ 444.00 |
| Christmas at the Movies | £ 900.00 | £ 1,000.00 | £ 100.00 |
| St John's Smith Square | £ 600.00 | £ 1,200.00 | £ 600.00 |
| Claridges | £ 3,224.30 | £ 6,593.15 | £ 3,368.85 |
| Netflix | £ 755.85 | £ 4,185.99 | £ 3,430.14 |
| Writtle | £ 450.00 | £ 725.00 | £ 275.00 |
| Musicals SCC | | £ 150.00 | £ 150.00 |
| <u>Fees - R&R</u> | £ 4,325.04 | | -£ 4,325.04 |
| <u>General</u> | | | -£ 5,337.06 |
| Hall hire | £ 1,000.00 | | -£ 1,000.00 |
| music | £ 203.78 | £ 194.27 | -£ 9.51 |
| sundries | £ 2,808.94 | £ 838.42 | -£ 1,970.52 |
| website | £ 2,357.03 | | -£ 2,357.03 |
| sing & social | £ 80.00 | £ 144.00 | £ 64.00 |
| <u>Grease</u> | £ 1,119.25 | £ 1,725.00 | £ 605.75 |
| <u>Jack Petchey</u> | £ 4,339.27 | £ 3,600.00 | -£ 739.27 |
| <u>Lion King</u> | £ 525.00 | £ 585.50 | £ 60.50 |
| <u>Little Singers</u> | £ 1,268.00 | £ - | -£ 1,268.00 |

| | | | | | | | |
|--|---------|-----------|--------|-----------|--------|----------|--------|
| <u>Pier</u> | £ | 1,877.56 | £ | 2,412.45 | £ | 534.89 | |
| <u>Step Up Choir</u> | £ | 1,547.00 | £ | - | -£ | 1,547.00 | |
| <u>Schools project (Mountains to Oceans)</u> | £ | 5,987.25 | £ | 7,000.00 | £ | 1,012.75 | |
| <u>Tour 2023</u> | £ | 28,881.15 | £ | 27,281.72 | -£ | 1,599.43 | |
| <u>Tour Funds</u> | £ | 1,143.26 | £ | 260.00 | -£ | 883.26 | |
| <u>Tuscany 2022</u> | £ | - | £ | 1,143.26 | £ | 1,143.26 | |
| <u>Uniform</u> | | | | | £ | 917.00 | |
| | Girls | £ | 142.00 | £ | 800.00 | £ | 658.00 |
| | Boys | £ | 15.00 | £ | 149.00 | £ | 134.00 |
| | Hoodies | £ | 271.00 | £ | 396.00 | £ | 125.00 |

| | | | | | | |
|---------------------|---|-----------|---|-----------|---|----------|
| <u>TOTAL</u> | £ | 71,004.80 | £ | 72,383.58 | £ | 1,378.78 |
|---------------------|---|-----------|---|-----------|---|----------|

| | | |
|------------------------|---|-----------|
| Brought forward | £ | 50,349.83 |
|------------------------|---|-----------|

| | | |
|------------------------|---|-----------|
| Balance in Bank | £ | 51,728.61 |
|------------------------|---|-----------|

| | | |
|-------------|---|-------|
| Cash | £ | 20.00 |
|-------------|---|-------|

| <u>Ringfenced areas</u> | <u>B/F</u> | <u>2022-2023</u> | <u>Balance</u> | | | |
|--------------------------------|-------------------|-------------------------|-----------------------|----------|----|----------|
| Arts Council (Unlocked) | -£ | 783.55 | £ | 805.00 | £ | 21.45 |
| Bursary | £ | 4,000.00 | -£ | 500.00 | £ | 3,500.00 |
| Chorus Sirenum | £ | 506.25 | | | £ | 506.25 |
| Jack Petchey | £ | 2,527.63 | -£ | 739.27 | £ | 1,788.36 |
| Little Singers | £ | 980.00 | -£ | 1,268.00 | -£ | 288.00 |
| Tour 2023 | | | -£ | 1,599.43 | -£ | 1,599.43 |
| Tour Funds | £ | 10,596.88 | -£ | 883.26 | £ | 9,713.62 |
| Tuscany 2022 | -£ | 1,143.26 | £ | 1,143.26 | £ | - |

| | | |
|-------------------------------|---|-----------|
| <u>Funds Available</u> | £ | 38,106.36 |
|-------------------------------|---|-----------|

Independent Examiner's Report to the Trustees of
The Southend Boys' Choir and Southend Girls' Choir Trust

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed _____



Date _____

5th February 2024

Laura Clegg M.A.A.T
Independent Examiner

SOUTHEND BOYS' CHOIR AND SOUTHEND GIRLS' CHOIR CIO

England & Wales - Charity number 1161752

Accounts



Southend Boys' Choir and Southend Girls' Choir Trust
Report of the Trustees for the year ending 31 August 2022

Registered Charity Number: 1161752
Principal address: Rosemary Pennington – PO Box 6, Civic Centre,
Victoria Avenue, Southend on Sea, Essex SS2 6ER
Email: info@southendchoirs.org.uk
Website: www.southendchoirs.org.uk
Trustees: Emma Lindsey (Chair), Christine Wallen (Treasurer), Sharon Spivey
(Secretary), Julie Cushion, Emer McNeela, Jackie Mullan, Chris
Walker, Verina Weaver
Bankers: CAF Bank, 25 Kings Hill Avenue,
Kings Hill, West Malling ME19 4JQ

What the charity does

Southend Boys' and Girls' Choirs are amongst the leading youth choirs in the country, each choir rehearsing and performing in its own right as well as in joint performances.

The formal objectives of the CIO are to:

- a) promote, improve, develop and maintain public appreciation and education of choral music and related activities in all aspects by the presentation, of public concerts, recitals, broadcasts, recordings or at the invitation of promoters and other artistic bodies; and
- b) educate and enhance the skills and enjoyment of all members of the choirs through a range of performances and musical opportunities, in the UK and abroad.

The Choirs recruit from all schools in the borough and beyond. There are no joining or subscription fees for choir membership, so the Choirs draw on a very wide range of backgrounds, as well as a big age range - singers may enter our main choirs at 8, but our younger groups Little Singers and Step-Up Choir provide an early introduction to the enjoyment of singing from as young as age 3. Members may stay until university and beyond via our offshoot choirs – the Southend Young Men's Chorus for male voices and the Chorus Sirenum for female voices. We work hard to promote a friendly, inclusive and welcoming culture for members to feel accepted, safe and happy. Additionally, there is no entry requirement to read music or to have had any previous music training. Consequently, the Choirs are open to everyone and our membership is diverse.

Public benefits

The trustees consider the CIO's activities benefit the public through the provision of high quality, creative musical concerts and opportunities for young people, irrespective of their families' means, to develop their musical skills and interests positively and to give regular performances for public enjoyment.

Activities during the year

Following on from a period where the Choirs' activities were significantly restricted by the Coronavirus pandemic, this year has seen a return to a fuller and busier programme. Notable highlights for the year included:

- **Unlocked:** an exciting project funded by Arts Council England, which included the commissioning of a new choral work by composer Kerry Andrew on the theme "Together". This project involved extensive community participation through workshops at local primary schools and with Afghan children who were residing in a bridging hotel in Southend. Over 450 children and young people took part in the first stages of the project, creating and inputting to the final work, and seven schools were involved in learning and performing the commissioned work. The Choirs have had several new recruits and have strengthened their links with several primary schools in the borough. A documentary was made of the project, which featured many of the school workshops, as well as the performances.
- In March 2022, Southend-on-Sea was granted city status as a tribute to the late Sir David Amess. The Choirs were honoured to be able to sing at both the official City Status Civic Service and at the tribute concert for Sir David.
- In addition to many performances in our home city, the Choirs also returned to sing in London with performances at the Royal Festival Hall, Claridge's and Great St Bart's. The experience of singing in major concert halls with a professional orchestra is a unique experience for our singers. We were also able to resume our summer tours. The Choirs spent a week in Italy with performances in Florence, Montecatini Terme and Cortona.
- We continued our annual bursary scheme for a second year, in association with the English Speaking Union, to support local young musicians who are continuing their musical studies at a recognised institution of higher education.

Financial Review

Each quarter the Trustees receive and consider a detailed statement of the CIO's current financial position. During the current year, the adequacy of reserves has been regularly monitored. The Trustees consider that the financial position remains satisfactory during this period of recovery from the pandemic, when the Choirs' activities and income had been limited. Trustees are actively looking at ways to enhance the CIO's fundraising efforts as we return to a full programme of activities (and expenses), but remain firmly committed to there being no subscription or other charge for choir membership. In addition, our Artistic Directors have continued to request that they are paid at a significantly reduced rate.

Volunteers

Our volunteers are definitely 'key workers' for the Choirs' operation, whether they undertake direct roles at choir activities or get involved behind the scenes in areas such as fundraising or publicity. They are DBS checked to ensure safeguarding is at the centre of choir work, with the choir's specific policies on safeguarding and child protection regularly reviewed to reflect current guidance and any government policy changes. All volunteers and helpers undertake specific safeguarding training - some volunteers are also Southend Council registered chaperones, ensuring a high degree of regard for the welfare of the choristers when they are with the choir. The Trust are hugely grateful to the team of volunteers that carry out the considerable work needed to run the Choirs.

Structure, Governance and Management

The Southend Boys' and Girls' Choirs registered with the Charity Commission in 2007 and reconstituted in May 2015 as a Charitable Incorporated Association ('CIO'). This is a legal form enabling a charity to enter into contracts as a corporate body, rather than, with non-corporate status, trustees bearing individual liability for any contracts they enter into on behalf of the charity.

Trustees are expected to show an active interest in the work and benefits of the choirs, and nominees for appointment are given full briefing about these before being considered. In making successor appointments, Trustees have regard to the skills, knowledge and experience offered towards achieving the effective administration of the CIO.

Trustees held frequent meetings over the current year (4 meetings in addition to the AGM). Trustees had previously taken the decision to temporarily recruit 2 additional Trustees, as permitted by the CIO's Constitution in "exceptional circumstances", increasing the complement to 9. This was reviewed at the 2022 AGM and will be further reviewed at the 2023 AGM, aiming to return to the normal complement of 7 as and when circumstances allow.

Signed on behalf of Trustees:



.....

Chair of Trustees

7 November 2022

Date

Southend Boys' and Southend Girls' Choirs

Summary of accounts for 01/09/21 - 31/08/2022

| | <u>Expenditure</u> | <u>Income</u> | <u>Total</u> | |
|-----------------------------|--------------------|---------------|--------------|------------------|
| | £ | £ | £ | £ |
| Balance B/F | | | | 61,963.97 |
| <u>100 Club</u> | £ 620.50 | £ 1,530.00 | £ | 909.50 |
| <u>Admin</u> | £ 158.00 | £ 37.61 | -£ | 120.39 |
| <u>Arts Council Project</u> | £ 17,128.55 | £ 4,683.43 | -£ | 12,445.12 |
| <u>Bursury</u> | £ 500.00 | | -£ | 500.00 |
| <u>Concerts</u> | | | £ | 133.84 |
| Christmas Crowstone | £ 250.00 | £ 590.29 | £ 340.29 | |
| Gt St Barts | £ 1,060.00 | £ 404.33 | -£ 655.67 | |
| Favourite Things | £ 350.00 | £ 799.22 | £ 449.22 | |
| <u>Donations</u> | £ - | £ 987.58 | £ | 987.58 |
| <u>Fees - R&R</u> | £ 4,325.04 | | -£ | 4,325.04 |
| <u>General</u> | | | -£ | 4,971.60 |
| Hall hire | £ 2,033.50 | | -£ 2,033.50 | |
| music | £ 16.75 | | -£ 16.75 | |
| sundries | £ 2,809.78 | £ 415.43 | -£ 2,394.35 | |
| website | £ 527.00 | | -£ 527.00 | |
| <u>Grants</u> | £ 4,500.00 | £ 13,047.00 | £ | 8,547.00 |
| <u>Hirings</u> | | | £ | 3,074.40 |
| Claridges | £ 2,845.60 | £ 5,720.00 | £ 2,874.40 | |
| Royal Festival Hall | £ 850.00 | £ 800.00 | -£ 50.00 | |
| Southend Council | | £ 100.00 | £ 100.00 | |
| Carmina RFH | £ 650.00 | £ 700.00 | £ 50.00 | |
| Carmina SCS | | £ 100.00 | £ 100.00 | |
| <u>Jack Petchey</u> | £ 1,244.30 | £ 1,350.00 | £ | 105.70 |
| <u>Lion King</u> | £ 914.50 | £ 1,152.00 | £ | 237.50 |
| <u>Little Singers</u> | £ 1,257.50 | £ 1,030.00 | -£ | 227.50 |
| <u>Step Up Choir</u> | £ 834.50 | £ - | -£ | 834.50 |
| <u>Tour Funds</u> | £ 2,390.00 | £ 500.00 | -£ | 1,890.00 |
| <u>Tuscany 2022</u> | £ 30,075.18 | £ 28,931.92 | -£ | 1,143.26 |
| <u>Uniform</u> | | | £ | 747.75 |
| Girls | £ 67.25 | £ 1,025.00 | £ 957.75 | |
| Boys | £ - | £ 192.00 | £ 192.00 | |
| Hoodies | £ 636.00 | £ 234.00 | -£ 402.00 | |

| | | | | | | |
|------------|---|--------|---|--------|---|--------|
| <u>USA</u> | £ | 500.00 | £ | 600.00 | £ | 100.00 |
|------------|---|--------|---|--------|---|--------|

| | | | | | | |
|---------------------|---|-----------|---|-----------|----|-----------|
| <u>TOTAL</u> | £ | 76,543.95 | £ | 64,929.81 | -£ | 11,614.14 |
|---------------------|---|-----------|---|-----------|----|-----------|

| | | |
|------------------------|---|-----------|
| Brought forward | £ | 61,963.97 |
|------------------------|---|-----------|

| | | |
|------------------------|---|------------------|
| Balance in Bank | £ | 50,349.83 |
|------------------------|---|------------------|

Payments outstanding

Ringfenced areas

| | <u>B/F</u> | <u>2021-2022</u> | <u>Balance</u> |
|----------------|-------------|------------------|----------------|
| Arts Council | £ 11,845.00 | -£ 12,445.12 | -£ 600.12 |
| Bursary | £ 4,500.00 | -£ 500.00 | £ 4,000.00 |
| Chorus Sirenum | £ 506.25 | NIL | £ 506.25 |
| Jack Petchey | £ 2,421.93 | £ 105.70 | £ 2,527.63 |
| Little Singers | £ 1,207.50 | -£ 227.50 | £ 980.00 |
| Tour Funds | £ 12,486.88 | -£ 1,890.00 | £ 10,596.88 |
| Tuscany 2022 | NIL | -£ 1,143.26 | -£ 1,143.26 |
| US tour | -£ 100.00 | £ 100.00 | £ - |

| | | |
|-------------------------------|---|------------------|
| <u>Funds Available</u> | £ | 32,339.19 |
|-------------------------------|---|------------------|

General includes termly hall hire, music, gifts etc

Admin includes postage, bank fees etc

Independent Examiner's Report to the Trustees of
The Southend Boys' Choir and Southend Girls' Choir Trust

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

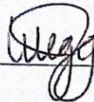
In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed _____



Date 18th Jan 2023

Laura Clegg M.A.A.T
Independent Examiner

SOUTHEND BOYS' CHOIR AND SOUTHEND GIRLS' CHOIR CIO

England & Wales - Charity number 1161752

Accounts



Southend Boys' Choir and Southend Girls' Choir
Trust Report of the Trustees for the year ending 31
August 2021

Registered Charity Number: 1161752

Principal address: Rosemary Pennington - PO Box 6, Civic Centre,
Victoria Avenue, Southend on Sea, Essex SS2
6ER

Email: info@southendchoirs.org.uk

Website: www.southendchoirs.org.uk

Trustees: Emma Lindsey (Chair) Peter
Croysdill Christine Wallen (Treasurer)
Robert Little
Alan Thorpe (Secretary) Jackie
Mullan
Christopher Walker

Bankers: CAF Bank, 25 Kings Hill
Avenue, Kings Hill, West
Malling ME19 4JQ

What the charity does

Southend Boys' and Girls' Choirs are amongst the leading youth choirs in the country, each choir rehearsing and performing in its own right as well as in joint performances.

The formal objectives of the CIO are to:

- a) promote, improve, develop and maintain public appreciation and education of choral music and related activities in all aspects by the presentation, of public concerts, recitals, broadcasts, recordings or at the invitation of promoters and other artistic bodies; and
- b) educate and enhance the skills and enjoyment of all members of the choirs through a range of performances and musical opportunities, in the UK and abroad.

The Choirs recruit from all schools in the borough and beyond. There are no joining or subscription fees for choir membership, so the Choirs draw on a very wide range of backgrounds, as well as a big age range - singers may enter our main choirs at 8, but our younger groups Little Singers and Step-Up Choir provide an early introduction to the enjoyment of singing from as young as age 3. Members may stay until university and beyond via our offshoot choirs - the Southend Young Men's Chorus for male voices and the Chorus Sirenum for female voices. We work hard to promote a friendly, inclusive and welcoming culture for members to feel accepted, safe and happy. Additionally, there is no entry requirement to read music or to have had any previous music training. Consequently, the Choirs are open to everyone and our membership is diverse.

Public benefits

The trustees consider the CIO's activities benefit the public through the provision of high quality, creative musical concerts and opportunities for young people, irrespective of their families' means, to develop their musical skills and interests positively and to give regular performances for public enjoyment.

Activities during the year

For the whole year, restrictions have prevented in-person rehearsals, but our Artistic Directors have worked very hard to ensure choir participation could continue online, with both rehearsals and online recordings. One of the first recordings made was of Brian Tate's song "We are One", which raised over £1700 for the NHS. Our most recent virtual choir recording "How Can I Keep from Singing" also incorporated instrumentalists from the town. The song was arranged by local musician, Mike Stephens, for children's voices, adult voices and full symphony orchestra. We sent an open invitation to musicians to take part in this virtual song for Southend and in addition raised funds for some of our most vulnerable communities in the town. The song is available along with the Choirs' other recordings on our website.

We were privileged that some of our younger singers were chosen to take part in a project with Britten Pears Arts, joining with other youth choirs across the UK to record a new song for their Friday Afternoons project, a resource for schools and choirs across the UK.

Although the planned tour to America was sadly cancelled, we did take the opportunity to join with our friends in the USA virtually in a recording called "Phoenix".

At Christmas we were able to bring small groups of singers together to share some Christmas music, recording the music for use at a London carol service as well as actually performing a short and socially distanced local carol service. Although everyone was singing with masks, this was still a very special event for us all. Over the summer, the Choirs gave two well supported outdoor concerts locally to raise funds for the Mayor's Charity.

During the year, we introduced an annual bursary scheme, in association with the English Speaking Union, to support local young musicians who are continuing their musical studies at a recognised institution of higher education.

Financial Review

Each quarter the Trustees receive and consider a detailed statement of the CIO's current financial position. During the current year, the adequacy of reserves has been regularly monitored.

Although the level of available reserves has dropped to some extent, this reflects the absence of normal income generated by choir activities, and the Trustees consider the financial position remains satisfactory in the circumstances. The critical time will be as and when full activities (and associated expenses) resume, but in this respect a number of mitigating factors during the year have put the CIO in a better position to face that challenge:

- despite the cessation of annual grant income from the local authority, as mentioned in last year's report, we are very grateful to Southend Borough Council for making a one-off grant to the CIO, in the light of Covid disruption, equal to half of our former annual amount and receivable in 2021/22
- early during the crisis, our Artistic Directors declined to receive normal fees for musical services and have very generously agreed to continue this for an extended period going on to March 2022. Given that they have continued throughout to work tirelessly to allow choir membership

opportunity to sing wherever possible, and to prepare for a wider 'restart', this reflects their exceptional commitment to the Choirs.

- a successful bid was made for significant Arts Council England funding sufficient to cover commissioning and other costs relating to our major restart project - see details below. If needed for other future one-off events, the CIO anticipates also being able to access support via the Essex Community Fund.

Trustees are actively looking at ways to enhance the CIO's fundraising efforts but remain firmly committed to there being no subscription or other charge for choir membership.

The future - planning for 'Re-start'

On the musical side:

- we have an exciting project funded by Arts Council England, which includes the commissioning of a new choral work by composer Kerry Andrew on the theme "Together". This will involve extensive community participation through workshops at local primary schools and with Afghan children who are currently residing in a bridging hotel in Southend. In total there will be 16 workshops reaching around 465 young people. The creative material from these workshops will be incorporated into a choral work by the composer and will be performed in early 2022.
- An exciting programme for the Christmas season is planned, including concerts at London's Barbican and the Royal Festival Hall, in addition to our usual carol singing bookings at London's Claridge's hotel. We are also promoting our own Christmas concert at the church of St Bartholomew the Great in London.
- Planning is also in progress for in-person weekly sessions to start up again during the Autumn term, for our youngest singers in our groups Little Singers and Step-Up Choir.

On the organisational side, strengthening the Trustee Board has allowed nominated individual Trustees to focus on specific areas as identified by strategic review:

- Volunteer recruitment & support.
- Media profile and online communication, especially focusing on how best to connect with supporters and with prospective choir members.
- Diversity & Inclusion, in particular aiming to draw choir membership from an even broader range of local schools.
- Fundraising, including development of a 'Supporter Group' and exploring opportunities for contact with local businesses.

Volunteers

Our volunteers are definitely 'key workers' for the Choirs' operation, whether they undertake direct roles at choir activities or get involved behind the scenes in areas such as fundraising or publicity. They are DBS checked to ensure safeguarding is at the centre of choir work, with the choirs' specific policies on safeguarding and child protection regularly reviewed to reflect current guidance and any government policy changes. All volunteers and helpers undertake specific safeguarding training - some volunteers are also Southend Council registered chaperones, ensuring a high degree of regard for the welfare of the choristers when they are with the choirs.

We now have a Trustee whose dedicated role is to build our volunteer team, to ensure their valuable support both matches the needs of the Choirs operations and provides the volunteers themselves with an enjoyable and rewarding experience in giving their time.

The Trust are hugely grateful to the team of volunteers that carry out the considerable work needed to run the Choirs and we were honoured that this was additionally recognised when we were nominated for the Queen's Award for Voluntary Service during the year.

Structure, Governance and Management

The Southend Boys' and Girls' Choirs registered with the Charity Commission in 2007 and reconstituted in May 2015 as a Charitable Incorporated Association ('CIO'). This is a legal form

enabling a charity to enter into contracts as a corporate body, rather than, with non-corporate status, trustees bearing individual liability for any contracts they enter into on behalf of the charity.

Trustees are expected to show an active interest in the work and benefits of the choirs, and nominees for appointment are given full briefing about these before being considered. In making successor appointments, Trustees have regard to the skills, knowledge and experience offered towards achieving the effective administration of the CIO.

With the exceptional Covid situation and the ongoing Strategic Review initiated last year, Trustees held frequent meetings over the current year (10 in all) , almost all conducted online. Trustees took the decision to temporarily recruit 2 additional Trustees, as permitted by the CIO's Constitution in "exceptional circumstances", increasing the complement to 9 .

It was resolved to review the position again at the 2022 AGM, aiming to return to the normal complement of 7 as and when circumstances allow.

Signed on behalf of Trustees:



.....
Chair of Trustees

16 November 2021
Date

Independent Examiner's Report to the Trustees of
The Southend Boys' Choir and Southend Girls' Choir
Trust

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- to state whether particular matters have come to my attention.

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In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 
Laura Clegg M.A.A.
Independent Examiner

Date 17th Jan 2022

SOUTHEND BOYS' CHOIR AND SOUTHEND GIRLS' CHOIR CIO

England & Wales - Charity number 1161752

Accounts

Southend Boys' Choir and Southend Girls Choir Trust
Report of the Trustees for the year ending 31 August 2020

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Website: www.southendchoirs.org.uk

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Heather Crisp (Treasurer) Emma Lindsey
Alan Thorpe (Secretary) Robert Little
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Public benefits

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Activities for the year

This year has obviously fallen into two very contrasting halves – because of Coronavirus the Choirs, like so many other musical organisations, now face a challenging future, both during the period of present restrictions and subsequent transition to what may be a 'new normal'.

Over the 2019 Autumn and Christmas periods the Choirs had their accustomed mix of seasonal engagements, performing a wide range of music to a high standard in locations including the Royal Albert Hall, St Martin in the Fields, the Barbican Centre and Claridges Hotel in London. Closer to home the Choirs' undertook their own very successful concerts as well as performing alongside other local groups and assisting charitable fundraising.

Notable performances from this very busy period included:

- celebration of the 30th anniversary of the formation of the Girls Choir with a special 'Birthday' reunion concert, alongside the chamber choir Chorus Sirenum and with many former members joining in a special 'Alumni Finale'
- joining with Southend Choral Society and Southend Brass Ensemble in a Concert of Remembrance,
- performing at a civic Holocaust Memorial Day Service to a large audience comprised mainly but not exclusively of members of the local Jewish population
- Christmas services e.g. at St Mary, Woolnoth, one of the famous 'Hawksmoor' City of London churches, alongside other Christmas events in London and locally, including the Mayor of Southend's annual charity concert at Prittlewell Priory
- the Choirs own Christmas concerts, including an entertaining narrated version of 'A Christmas carol', with choir members performing character parts

Impact of Coronavirus

Everything changed of course, with the onset of the crisis over the winter. Under lockdown, rehearsal halted and the Choirs' diary quickly cleared for the rest of the year through necessary cancellations. Sadly, it also became necessary to cancel arrangements in place for the Choirs' 2020 Tour to the USA, although our hosts there have indicated that, if feasible, they would be happy to try to reschedule for 2021.

The priority has been to retain contact online with choir members, including via weekly 'Zoom' rehearsals. Members also participated in a global 'virtual' choir organised through Boston Childrens' Choir in the USA, following which our Choirs were inspired to record their own 'virtual' song, 'We are one'. The high quality of the result enabled it to be posted in support of NHS Charities Together, raising over £1,300 to date. A further recording followed.

Performing online doesn't appeal to all members, and over the Summer it became possible to arrange some limited outdoor rehearsal, in smaller groups. It may be possible later in the

year to have similarly limited indoor rehearsals in venues where appropriate distancing and ventilation can fully satisfy safety requirements currently in force.

As Chair I'd like to put on record Trustees' appreciation of the tireless work by our Musical Director Roger Humphrey & by Rosemary Pennington (supported of course by an excellent team of volunteers) to enable choir members still to have these opportunities for making music together during such difficult circumstances.

Volunteers

Our volunteers are definitely 'key workers' for the choirs' operation in any form. They are DBS checked to ensure safeguarding is at the centre of choir work, with the choirs' specific policies on safeguarding and child protection regularly reviewed to reflect current guidance and any government policy changes. All volunteers and helpers undertake specific safeguarding training - some volunteers are also Southend Council registered chaperones, ensuring a high degree of regard for the welfare of the choristers when they are with the choirs.

The future – planning for 're-launch'

The Trust Board has been giving much thought to how we can be in the best possible position for a successful resumption of activities, whether these can mirror the pre- Covid situation or whether it's necessary to undertake some strategic re-assessment of the Choirs overall goals or methods of operation.

Our first step has been to identify risks facing us, given the continuing uncertainty as to how long the crisis may continue (see 'Financial Review' below re financial aspects):

- a critical risk is that, with an extended break from normal regular rehearsals & opportunities for performance, some current members may over time have developed other interests or commitments and not join a resumption. Alongside retention we will also need to enhance our recruitment & communication methods to reach more widely across local school populations;
- similarly, continuity depends on retaining & recruiting adult volunteers and key choir organisers so that a 're-launch' is possible with potential succession arrangements should we face significant gaps
- our communication channels with all our stakeholders, including supporters and parents as well as members, have been improving gradually via media technology but we have some way to go in raising the Choirs' profile amongst new potential donors, promoters, volunteers (incl. new Trustees!) and supporters.
- Last but definitely not least, we must have an immediate musical focus to re-engage members – Roger and Rosemary are already exploring possibilities for a potential new commission, subject of course to available funding support .

The Trust Board is meeting more frequently (via Zoom) to ensure realistic plans are put in place as soon as feasible to address these areas

Financial Review

At each of their meetings, the Trustees receive and consider a detailed statement of the CIO's current financial position. Appropriate financial controls are in place, with the Reserves Policy reviewed and updated during the year.

The Trustees consider the financial position for the current year remains satisfactory, with an adequate level of reserves in place, but the Coronavirus crisis will have greater impact as we go forward. Looking at income, we face challenges in relation of each of the CIO's three main sources funding:

- grant income: after 2019/20 annual grant contributions from the local authority towards our running costs will end, following a review of arts expenditure and in light of financial constraints. In future only one-off project based expenditure is likely to qualify for a council grant, although the criteria are not yet finalised. While the CIO is able to source some grant finance elsewhere, this again is generally directed more to one-off events or activities rather than ongoing running costs
- third party fee income for booked performances: this has ceased entirely under lockdown and while in time opportunities should resume there's little likelihood of fulfilling such engagements over the usually busy Christmas period in 2020
- our own fundraising, including donations, our supporters scheme (The '100 club') and income from our own promoted concerts. Again the latter is unlikely to resume for some time while Coronavirus restrictions continue.

Expenditure has of course dropped correspondingly in the absence of concert outgoings and costs of fulfilling external engagements. However, significant one-off costs arose due to the cancellation of the 2020 Tour, with some travel deposits proving irrecoverable and borne by the Trust. These costs were taken into account in calculating available reserves for the year.

Even given a lengthy period of reduced activity it should be possible to absorb small deficits using reserves. But as a full programme is restored across all the choirs, the Trust will need to rebalance its budget through a review across the board, including:

- exploring new external sources of funding to replace former Council funding;
- adjusting the mix of activity to strengthen income generation;
- increasing our own fundraising efforts;
- identifying potential cost savings; and
- reappraising outcomes from policy of charging no membership subscriptions

Structure, Governance and Management

The Southend Boys and Girls Choirs registered with the Charity Commission in 2007 and reconstituted in May 2015 as a Charitable Incorporated Association ('CIO'). This is a legal form enabling a charity to enter into contracts as a corporate body, rather than, with non-corporate status, trustees bearing individual liability for any contracts they enter into on behalf of the charity.

During the year we had our full complement of 7 Trustees, and held four Trustee meetings during the year.

Trustees are expected to show an active interest in the work and benefits of the choirs, and nominees for appointment are given full briefing about these before being considered. In making successor appointments, Trustees have regard to the skills, knowledge and experience offered towards achieving the effective administration of the CIO.

This year, Trustees reviewed and updated the CIO's formal Reserves Policy.

Chris Walker

Chair of Trustees
2 November 2020



SOUTHEND BOYS' CHOIR & SOUTHEND GIRLS' CHOIR TRUST
(Registered Charity CIO No. 1161752)

Reserves Policy

Introduction

The Trustees' Reserves Policy is designed to meet the Charity Commission's guidance on reserves in ways that are:

- Applicable to the Trust's charitable objectives and aims, and
- Meaningful to the Choirs, funders and other stakeholders.

Definition of Reserves

Reserves comprise two kinds of unrestricted funds:

- General unrestricted funds which can be applied to any of the Trust's aims and objectives, and
- Designated unrestricted funds – any amounts that the Trustees have earmarked for a particular use

Reserves exclude restricted funds, which are funds that the donor or funder has explicitly given to be applied for a particular purpose or aim and only that purpose or aim (or until sufficient conditions are agreed to be met) e.g. a specific grant, fundraising for a project etc.

Reserves Policy

The Trust has a clear and simple reserves policy which the Trustees regard as essential for sound financial management and forward planning.

Our policy requires an agreed band of reserves to support the Choirs' current activities and plans for the future, as well as providing adequate funding if unexpected events were to occur. It also ensures that the Trust does not hold unrestricted funds unnecessarily. The agreed reserves band is £40,000 to £60,000 with the aim of maintaining an end-of-year position close to the central target of £50,000. The Trustees review the reserves policy at least annually.

The policy is designed to assist the Trustees in:

- Keeping sufficient resources to support the Choirs' current activities and future plans.
- Maintaining a sufficient safety net for the Trust, to remain solvent and re-plan as necessary should significant negative events occur, without retaining excess funds that should be applied to charitable purposes.
- Planning for projects that require significant investment. As well as, re-planning or postponing aspects of a project to later years if the Trust's planning estimates or current events result in forecast reserves being below the agreed band.
- Prompting necessary corrective action in an adequate timescale should the reserves approach the lower or upper limits of the band.

The policy is included in the Trust's Annual Report and Accounts.

Independent Examiner's Report to the Trustees of
The Southend Boys' Choir and Southend Girls' Choir Trust

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.


In the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed _____



Date _____

10th Jan 2021

Laura Clegg M.A.A.T
Independent Examiner

Southend Boys' and Southend Girls' Choirs

Summary of accounts for 01/09/19 -31/08/20

| | <u>Expenditure</u> | <u>Income</u> | | <u>Total</u> |
|-------------------------------|--------------------|---------------|-------------|--------------------|
| Balance B/F | | | | £ 57,797.69 |
| <u>100 Club</u> | -£ 695.00 | £ 1,540.00 | | £ 845.00 |
| <u>Admin</u> | -£ 169.49 | £ 94.79 | | -£ 74.70 |
| <u>Concerts</u> | | | | |
| 5/10/19 - Anniversary Concert | -£ 340.00 | £ 1,487.34 | £ 1,147.34 | |
| 20/12/19 - A Christmas Carol | -£ 708.75 | £ 780.02 | £ 71.27 | |
| 29/03/20 - Spring Concert | -£ 100.00 | | -£ 100.00 | |
| 21/06/20 - Southwold | | £ 30.00 | £ 30.00 | |
| | | | | £ 1,148.61 |
| <u>Donations</u> | £ - | £ 2,113.02 | | £ 2,113.02 |
| <u>Fees - R&R</u> | -£ 17,300.00 | £ - | | -£ 17,300.00 |
| <u>General</u> | | | | |
| hall hire | -£ 1,186.75 | | -£ 1,186.75 | |
| sundries | -£ 3,452.78 | £ 482.70 | -£ 2,970.08 | |
| website | -£ 599.00 | | -£ 599.00 | |
| music | -£ 80.16 | | -£ 80.16 | |
| calendars | -£ 258.00 | £ 239.00 | -£ 19.00 | |
| | -£ 5,576.69 | £ 721.70 | | -£ 4,854.99 |
| <u>Grant</u> | | | | |
| SBC | | £ 11,095.00 | | £ 11,095.00 |
| <u>Hirings</u> | | | | |
| Carmina | -£ 757.00 | £ 700.00 | -£ 57.00 | |
| Claridges | -£ 2,866.45 | £ 5,460.00 | £ 2,593.55 | |
| St Mary Woolnoth | -£ 25.58 | £ 425.00 | £ 399.42 | |
| SMiF | -£ 475.00 | £ 450.00 | -£ 25.00 | |
| Barbican | -£ 750.00 | £ 800.00 | £ 50.00 | |
| Royals | -£ 175.00 | £ 225.00 | £ 50.00 | |
| | -£ 5,049.03 | £ 8,060.00 | | £ 3,010.97 |
| Jack Petchey | -£ 220.00 | £ 750.00 | | £ 530.00 |
| Little Singers | -£ 442.50 | £ 1,650.00 | | £ 1,207.50 |
| Step Up | -£ 660.00 | | | -£ 660.00 |
| Tour Fund | -£ 200.00 | £ 2,625.27 | | £ 2,425.27 |

Uniform

| | | | |
|---------|--------------------|-----------------|------------------|
| Boys | -£ 603.37 | £ 40.00 | -£ 563.37 |
| Girls | -£ 55.00 | £ 400.00 | £ 345.00 |
| Hoodies | -£ 402.00 | £ 154.00 | -£ 248.00 |
| | <u>-£ 1,060.37</u> | <u>£ 594.00</u> | <u>-£ 466.37</u> |

US Tour

| | | | |
|---------|---------------------|--------------------|-------------------|
| | -£ 9,000.00 | £ 25,000.00 | |
| refunds | -£ 11,900.00 | £ 1,650.00 | |
| | <u>-£ 20,900.00</u> | <u>£ 26,650.00</u> | <u>£ 5,750.00</u> |

TOTAL

| | | | |
|--|---------------------|--------------------|-------------------|
| | <u>-£ 53,421.83</u> | <u>£ 58,191.14</u> | <u>£ 4,769.31</u> |
|--|---------------------|--------------------|-------------------|

Brought forward

| | |
|--|--------------------|
| | <u>£ 57,797.69</u> |
|--|--------------------|

Balance in Bank

| | |
|--|--------------------|
| | <u>£ 62,567.00</u> |
|--|--------------------|

Payments outstanding

Zoom (Chris Wallen) -£ 14.39
Gift Aid for donation from RP

General includes termly hall hire, music, gifts etc

Admin includes website, postage, bank fees etc

Individual areas

| | <u>B/F</u> | <u>2019 - 20</u> | <u>Balance</u> |
|----------------|-------------------|-------------------------|-----------------------|
| Tour Funds | £ 9,061.61 | £ 2,425.27 | £ 11,486.88 |
| Chorus Sirenum | £ 506.25 | £ - | £ 506.25 |
| Jack Petchey | £ 392.93 | £ 530.00 | £ 922.93 |
| Little Singers | £ 1,080.00 | £ 1,207.50 | £ 1,238.50 |
| Bursary | £ 5,000.00 | £ - | £ 5,000.00 |