



Trustees' Annual Report for the period

From 01 October 2023 to 30 September 2024

Charity name: Baroque Week

Charity registration number: 1161774

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1) The promotion and performance of baroque chamber music for the public benefit 2) To promote education in baroque music for the public benefit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Administrative, planning and preparatory work was undertaken for the 2024 summer course, which was held in August.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In performing their duties, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

	SORP reference	
Policy on grant making	Para 1.38	The Trustees continued to apply the adopted formal criteria and procedures for the award of bursaries covering part or all of the fees for the summer course, in order to ensure the public benefit.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The 2024 summer course was held at Queen Anne's School, Caversham from 11th to 18th August. The course was fully booked with both UK and international participants; the total attendance was 95, fractionally down on the record number of 97 last year.</p> <p>The course provided educational and creative activity for participants in baroque music performance and</p>

		<p>instruction. The course offered inspiration and guidance to both singers and players of baroque music from an expert team of leading specialists in historical performance style, including a concert from the course tutors. Informal student performances took place each day during the course and a public performance of baroque music was given at the end of the week.</p> <p>The principal theme in 2024 was “Fairest Isle – A musical journey around the British Isles”, featuring masterpieces by Purcell, Handel and Blow, as well as exploring the lesser-known but rich and varied musical life in 17th and 18th century Britain..</p> <p>Six full and three part bursaries were awarded to musicians who would not otherwise have been able to attend the summer course, covering accommodation, board and tuition at a cost to the charity of £870 per award. Subject to the availability of funds, the trustees award the bursaries on the basis of the need of the applicant, their potential to benefit from attendance and the potential for others (course members and the wider public) to benefit from their attendance. The typical beneficiary of a bursary is a music student who is planning a professional career in order to give them exposure to a wide range of musical opportunities. Two recipients were more mature participants who needed financial assistance in order to attend the course.</p> <p>The Charity maintains a website, a members’ Group on Facebook, and a Facebook Page in order to publicise its activities.</p>
--	--	--

Financial Review

Review of the charity’s financial position at the end of the period	Para 1.21	As the core of the course is chamber music, in groups of as few as four participants, the summer course has a higher tutor-student ratio than most other comparable music summer schools. This means that costs are higher than many other courses; however, the fees are set to be close to break even if the course is virtually full in order to maximise the public benefit. This year we again received generous donations totalling approximately £6,900. This meant that the funds show a surplus of income over expenditure for the year of £5,343, which may enable more bursaries to be awarded for the 2025 course
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees intend to cover the cost of the annual summer course through course fees and donations and to provide at least five bursaries each year. If the summer course is fully booked then this will contribute a modest surplus to the reserves as a buffer against unforeseen expenses, fewer participants, or the award

		of more bursaries, in future years. The total reserves represent approximately one third of the expenditure in a normal twelve-month period.
Amount of reserves held	Para 1.22	£22,385
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not considered likely. The charges from our host school for the summer course are on a per-head basis with a fairly low minimum number of participants, so we would expect to be able to cover fixed costs such as tutor fees and administration from our reserves, even if attendance at the summer course was unexpectedly low.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Principal sources of funds are: 1) Fees for the annual course 2) Membership fees and donations by Baroque Week members In a normal year the income covers the expenditure, which comprises hire of facilities and accommodation for the courses, payment of professional musicians to tutor course participants, essential administration costs of the summer course, hire of musical instruments and purchase of sheet music as required. This supports the objectives of the charity through its courses. Funding also enables the provision of bursaries to musicians who would not otherwise be able to attend the course.
--	-----------	---

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected from the membership

Additional information (optional)

You may choose to include further statements where relevant about:

Relationship with any related	Para 1.51	One Trustee, Alexandra Jill Caudle, received a fee for
-------------------------------	-----------	--

parties		her work as Course Administrator of the 2024 summer course, and a connected person, Theresa Caudle, was paid a fee as the Artistic Director for planning activities for the 2024 course and an additional fee as a Tutor on that course. The Trustees agreed that these payments were in the best interests of the charity and in accordance with the Charities Act 2011 and the charity's Constitution. No payments were made for any duties carried out as a Trustee.
---------	--	---

Reference and Administrative details

Charity name	Baroque Week
Registered charity number	1161774
Charity's principal address	Burles Lodge, Crondall Lane, Dippenhall, Farnham, Surrey GU10 5DN England



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	Francis Michels	Chairman	Retired and re-elected at AGM on 16/8/2024	Members of Baroque Week
2	Geoffrey Paul Lawrence	Vice-Chairman	Retired and re-elected at AGM on 16/8/2024	Members of Baroque Week
3	Martin Richards	Treasurer		Members of Baroque Week
4	Alexandra Jill Caudle		Retired and re-elected at AGM on 16/8/2024	Members of Baroque Week
5	Sylvia Turner			Members of Baroque Week
6	Caroline Gibbons			Members of Baroque Week
7	Roger Deats			Members of Baroque Week
8	Paul Woodmansterne			Members of Baroque Week
9	Peter Rose			Members of Baroque Week

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Geoffrey Paul Lawrence	Martin Lester Richards
Position (e.g. Secretary, Chair, etc)	Vice-Chairman	Treasurer

Date

23rd June 2025

23rd June 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Baroque Week	1161774
--------------	---------

Receipts and payments accounts



CC16a

For the period from	Period start date 01/10/2023	To	Period end date 30/09/2024
------------------------	---------------------------------	----	-------------------------------

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 £
A1 Receipts					
Baroque Week Fees	64,981	-	-	64,981	60,035
Bank Interest	1,016	-	-	1,016	578
Donations/Membership	6,907	-	-	6,907	4,510
Gift Aid Reclaim	-	-	-	-	426
	-	-	-	-	-
Sub total (Gross income for AR)	72,904	-	-	72,904	65,549
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	72,904	-	-	72,904	65,549
A3 Payments					
Baroque Week Fee Refunds	2,930	-	-	2,930	1,050
Venue Hire	39,664	-	-	39,664	40,380
Tutors Fees	13,482	-	-	13,482	12,780
Admin Fees	5,915	-	-	5,915	5,635
Music/copying	1,192	-	-	1,192	1,987
Refreshments	2,548	-	-	2,548	2,080
Keyboard Hire/Transport	1,232	-	-	1,232	-
Stationery/Advertising/IT	196	-	-	196	678
Insurance	402	-	-	402	326
Bursaries*	-	-	-	-	-
Sub total	67,561	-	-	67,561	64,916
* See Trustee's Annual Report					
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	67,561	-	-	67,561	64,916
Net of receipts/(payments)	5,343	-	-	5,343	633
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,042	-	-	17,042	16,409
Cash funds this year end	22,385	-	-	22,385	17,042

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		22,385	-	-	
		-	-	-	
		-	-	-	
	Total cash funds	22,385	-	-	
	(agree balances with receipts and payments account(s))	OK	OK	OK	
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
B2 Other monetary assets		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
B3 Investment assets			Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
B4 Assets retained for the charity's own use			Fund to which asset belongs	Cost (optional)	Current value (optional)
	Sheet Music	Unrestricted	-	-	
	Fans	Unrestricted	-	-	
		-	-	-	
		-	-	-	
B5 Liabilities			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		
		Martin Richards	21/05/2025		
		Geoffrey Lawrence	20/05/2025		



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Baroque Week

On accounts for the year
ended

30th September 2024

Charity no
(if any) 1161774

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust")

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

24/6/2025

Name:

Robert H C Plumb

Relevant professional
qualification(s) or body
(if any):

B Comm CA (SA) FRICS

Address:

Uplands Cottage

Whitchurch

RG8 7HH