



Trustees' Annual Report for the period

Period start date

1st January 2021

Period end date

31st December 2021

From

To

Section A

Reference and administration details

Charity name

City of Oxford Silver Band

Other names charity is known by

COSB

Registered charity number (if any)

1168043

Charity's principal address

The Band Hall

Sher Afzal Close

Oxford

Postcode

OX4 2FA

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				
2				
3				
4				
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
Julie Summersbee	
Paul Cross	
Alan Sawyer	

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 Association
Trustee selection methods (eg. appointed by, elected by)	By appointment

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.

The Band has further reviewed and updated its policy on safeguarding and continues to regularly review and update where required.

Section C Objectives and activities

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

- To offer musicians regardless of age, gender or race to play in a band
- To encourage new members and beginners and to provide the opportunity and support for players to progress through the levels of reception, beginners band, training band and senior band.
- To perform at a variety of events and venues throughout the year, including free concerts in the band hall for friends and families of players.
- To provide facilities to members including loans of instruments free of

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)

charge, and the provision of rehearsal facilities.
 -To compete as and when appropriate, thus providing further opportunities for band members to develop.
 -To act as public ambassadors for Oxford, and to put in to practice the band's motto of "Friendship through Music". This includes playing at fetes and concerts in the local area, and seeking to develop links with other musical organisations in Oxfordshire.

-Encouraging new membership, and progression through the bands. The Band did this during lockdowns by offering virtual rehearsals using electronic media, but has now returned to in-person rehearsals.
 -Provision of free tuition for beginners, and subsidised tuition for all levels of players, in addition to the guidance and tuition provided in regular band rehearsals. The subsidised tuition for all levels has not re-commenced following covid restrictions, but there are plans to do so.
 -Holding free concerts in the band hall.
 Due to lockdown and covid restriction, no concerts were held in 2021. When these events re-commence, appropriate safety measures will be put in place, including Covid precautions.
 -A busy programme of playing at fetes, concerts and other events, offering opportunities for players of differing levels to participate depending on the event.
 Due to lockdown and covid restrictions, there were few events in 2021.

Trustees have had regard to the guidance issued by the Charities 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

Summary of the main achievements of the charity during the year

2021 was another extremely difficult year due to the covid pandemic, and this significantly affected what the Band was able to achieve. The band did not enter any competitions in 2021, and there were only a few public performances.

The year started with rehearsals being run online, but in the year there was a return to in-person rehearsals, ensuring adequate safety precautions, ventilation, cleaning, etc.

Membership levels were maintained during the year, with some people leaving and some joining.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are retained to maintain the liquidity of the Band, and for use when required on major expenditure items such as maintenance and improvement of the Band Hall.

Details of any funds materially in deficit

None

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.

The covid pandemic resulted insignificant disruption to activities, reduction in membership, and loss of income, in particular hall hire income, subscriptions and concert income. There is a risk that further outbreaks and variants may cause disruption in future. During the year the Band received £17,093 in government grants to assist with the financial pressures caused by Covid, and this significantly mitigated the losses.

Section F

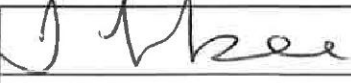
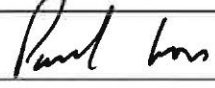
Other optional information

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)	JULIE SUMMERSBEE	PAUL CROSS
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE
Date	22/9/22	

Charity Name:
Charity number:

City of Oxford Silver Band
1168043

Period start date:

01 January 2021

Year end date:

31 December 2021

Section A		Receipts and Payments			
	Unrestricted funds to the nearest £		Total funds to the nearest £		Year ended 31 December 2020
A1 Receipts					
Hire of hall	5,460		5,460		11,316
Concert income	1,300		1,300		1,185
Subscriptions	5,595		5,595		4,841
Grant income	17,093		17,093		10,000
Donations	1,092		1,092		1,267
Sales of instruments and clothing			0		1,086
Sundry income			0		528
sub total	30,540		30,540		30,223
A2 Asset investment sales					
Total receipts	30,540		30,540		30,223
A3 Payments					
Conducting	2,982		2,982		2,296
Music	321		321		374
Music lessons			0		558
Contest fees	-155		-155		285
Coach hire			0		0
Instruments	141		141		466
Repairs - instruments			0		43
Building repairs etc	6,164		6,164		856
Equipment, furniture	306		306		0
Rent, rates, water	933		933		1,804
Heat & lighting	1,245		1,245		1,139
Cleaning	1,110		1,110		982
Insurance	1,966		1,966		1,946
Fees & Licences	263		263		2,406
Band clothing			0		1,608
Stationery	16		16		36
Donations and gifts			0		3,340
Gardening & miscellaneous	1,498		1,498		180
sub total	16,790		16,790		18,319
A4 Repayment of loans					
Total payments	16,790		16,790		18,319
Net of receipts/ payments	13,750		13,750		11,904
A6 Cash funds last year end	70,903		70,903		58,999
Cash funds this year end	84,653		84,653		70,903

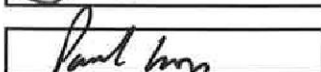
Section B		Statement of assets and liabilities at the end of the period			
	Unrestricted funds to the nearest £				
B1 Cash funds	84,653			70,903	
B2 Other monetary assets	0			0	
B3 Investment assets	0			0	
B4 Assets retained for the charity's own use					
Instruments	3,000	Estimate		3,000	
Music	400	Estimate		400	
Other					
	3,400			3,400	
B5 Liabilities	0			0	

Signature by one or two trustees on behalf of all trustees:

Signature 

Print name **JULIE SUMMERSBEE**

Date of approval **13/9/22**



PAUL CROSS

22/9/22

10 Smiths Wharf,
Wantage, Oxon, OX12 9GQ

10th September 2022

City of Oxford Silver Band
The Band Hall
Temple Road
Oxford
OX4 2EZ

Dear Committee:

This is to confirm that I have examined the transactions and bank statements and compared them with the accounting records presented to me for the City of Oxford Silver Band for the period 1st January 2021 to 31st December 2021. From my independent audit I can confirm that the receipt and payment accounts correctly show income of £30,540 and expenditure of £16,790 giving a closing surplus balance of £13,750 and closing cash balance of £84,653. I can confirm that the bank account reconciles to the accounts with a closing balance as at 31st December 2021 of £84,653.55.

With regards

A handwritten signature in black ink, appearing to read 'Louise Stratton'.

Louise Stratton CIMA
07827089576
Stratton2207@gmail.com