

# THE PURCELL SINGERS

Trustee's Annual Report and Accounts  
for the year ended 31 March 2025

## 1. Reference and administrative details

<b>Charity name</b>	The Purcell Singers
<b>Registered charity number</b>	1168508
<b>Principal and registered address</b>	Little Easterfields Farm Chiddingly Road Horam East Sussex TN21 0JL
<b>Trustees</b>	Mary Clayton-Kastenholz, Chair (resigned 18 October 2024) Tom Asher, Chair (from 18 October 2024 to 11 December 2025) Wayne Jones, Chair (from 12 December 2025) Paul Waldron, Treasurer Joanne Kilpatrick, Secretary Emily Allebone-John (resigned 25 September 2024) Frances Birch Carl Matthias Olson
<b>Non-voting Committee Members</b>	Jessica Cooling, Administration & Events Manager (to 31 August 2025) Maddy Hardman, Choir & Concerts Manager (from 1 September 2025) Mark Ford, Founding Musical Director Benjamin Kirk, Conductor (appointed 02 September 2024) Jonathan Schranz, Conductor (resigned 01 September 2024)
<b>President</b>	Sarah Walker CBE
<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

## 2. Charitable objects

The objects of The Purcell Singers (“The Choir”) are:

- To advance, improve, develop and maintain public education in and appreciation of the art and science of choral music in all its aspects, by the presentation of public concerts and recitals, and, if possible, by the making of recordings;
- And other solely charitable objects as defined by The Charities Act 2006, or any subsequent Act as determined from time to time by the Trustees of The Purcell Singers and delivered for the public benefit

The Trustees have complied with their duty to have due regard to the Charity Commission’s guidance on all matters relating to the Choir’s charitable objects and activities, including public benefit.

## 3. Achievements & performance

### *30th Anniversary Year*

The 2024/25 year marked a significant milestone for The Purcell Singers as we celebrated our 30th anniversary. This landmark year saw five performances showcasing the breadth and ambition of our repertoire:

- June 2024: Recording session for self-produced CD
- July 2024: B Minor Mass, Lewes Baroquefest
- October 2024: 30th Anniversary Concert, St Gabriel’s Pimlico
- December 2024: Beethoven 9th Symphony with London Euphonia, St. Giles Cripplegate
- December 2024: *Carol Singing* in aid of Railway Children’s charity at Charing Cross Station

Our achievements in 2024/25 included two major collaborative performances with prestigious ensembles, two self-promoted events, including our 30th anniversary celebration, a recording session for commercial release, and our annual carol singing fundraising effort for the Railway Children Charity.

In addition to these performances, we held successful audition rounds to support the transition to our new conductor and to introduce new voices to our choir.

The 30th anniversary year also marked a significant transition, with new leadership appointments for Conductor, Chair, and Choir Manager. The Committee prioritised embedding this new leadership team whilst maintaining the Choir’s artistic standards and reputation. The year’s activities resulted in an overall deficit of £2,663, reflecting investment in the recording project (£4,416) and the 30th anniversary concert. Despite these deficits, the Choir has maintained healthy, unrestricted free reserves of £10,283. The Committee continues to address longer-term sustainability through strategic discussions on income generation, audience development and balancing artistic ambition with financial prudence.

#### **4. Financial review**

Overall income for the year amounted to £11,422 (2024: £11,532), with expenditure of £14,086 (2024: £12,015). Net income for the year was a deficit of £2,663 compared with a deficit of £482 in 2023/24.

Net assets of the charity amounted to £10,667 at 31 March 2025 (2024: £13,394), comprising £10,283 of free unrestricted reserves and £384 of restricted reserves. There were no designated funds held. At year end there were no material commitments of unrestricted reserves not provided for as a liability in the accounts.

At year end bank and cash balances were £9,352 (2024: £10,368).

It has been the Choir's historical policy to ensure that expenditure is closely linked to income, although this can vary with the timing of significant projects; this principle will continue in the future.

Our financial position in the future will depend on several factors, primarily our ability to maintain and grow our audiences, maintain and grow commercial opportunities, and manage our cost base effectively. We currently don't require membership subscriptions and intend to maintain this approach.

#### **5. Principal risks and uncertainties**

The Committee has reviewed the significant risks the charity is exposed to and has established systems to mitigate them. Organisational risks are reviewed at least quarterly, or more frequently during periods of heightened risk.

The most significant risk to the Choir is income volatility. We rely on a mix of self-promoted events, commercial events, and recordings to generate a small surplus or break even, to fund our activities. Trustees meet regularly to discuss all operational aspects and consider publicity and maintaining a high profile. This is important because it encourages new members, patrons, and supporters, and improves audience attendance at our concerts, all of which help increase revenue. With Jonathan Schranz's departure, we have lost our regular rehearsal and concert venue. Whilst we had been anticipating and mitigating the risk, we are not able to avoid our costs for producing our activities increasing going forward. Our ability to diversify our income streams, maximise commercial opportunities and manage our cost base is critical to the long-term financial health of the Choir.

#### **6. Reserves**

The Trustees aim to maintain unrestricted funds with free reserves of at least £10,000. The Choir holds free reserves in order to:

- Provide working capital

- Allow the Choir to provide continuity of activities if income levels fluctuate, thereby giving time to seek new sources of revenue
- Allow the Choir to provide continuity of activities if it had to cope with increases in expenditure that could not be accurately forecast
- Ensure that, in the worst possible circumstances, it can pay all creditors and wind up the organisation.

Should the Choir wish to undertake a large London/UK concert with orchestra, reserves would need to be £30,000, and for a single tour of a similar scale outside the UK, £40,000 (without recourse to a loan facility).

The balance held as unrestricted funds at 31 March 2025 was £10,283 (2024: £8,594), representing 103% of the unrestricted free reserves policy target. We anticipate needing to increase our unrestricted funds in future years to cover the ongoing rise in operating costs for self-promoted concerts.

## **7. Structure, governance and management**

The Purcell Singers (“the Choir”) converted to a Charitable Incorporated Organisation (CIO) on 29 July 2016 and is governed by a ‘Foundation’ model constitution. We are registered with the Charity Commission in England and Wales (registration number 1168508).

Trustees have complete responsibility for all legal, operational and financial matters. On a day-to-day basis, the Choir is managed by a committee comprising the Board of Trustees and non-voting members, with specific roles and expertise detailed in section 1. Artistic and musical programming is carried out by the Conductor and approved by Trustees. The day-to-day management of the Choir’s administration and events is carried out by the Administration and Events Manager, who reports to the Chair. The Choir reviewed and revised this role in the summer of 2025, reshaping it into the Choir and Concerts Manager. The Choir’s finances have been administered by the Treasurer. The Treasurer provides regular reports to the Trustees; expenditures are approved before they are incurred, and two signatures are required for all payments. All trustees and the Founding Musical Director give their services voluntarily and may be reimbursed for expenses only. The Choir employs no staff but contracts for the services of the Conductor and the Administration and Events Manager/Choir and Concerts Manager. The Choir is not affiliated with any other charitable organisations.

### ***Committee membership***

The 2024/25 year saw several key changes on the Committee. Jonathan Schranz concluded his six-year tenure as Conductor in September 2024, with Benjamin Kirk successfully appointed as his successor. Mary Clayton-Kastenholz stepped down as Chair in October 2024 after five years of service. Tom Asher was appointed Chair of Trustees in October 2024, leading the Choir through the transition to the new Conductor. Emily Allebone-John stepped down as a trustee in September 2024.

Since the year-end, Tom Asher stepped down as Chair due to changes in family circumstances. Wayne Jones, one of the Choir’s longest-serving trustees, was appointed Chair whilst the Committee undertakes recruitment for a permanent successor. Jessica Cooling stepped down as Administration and Events Manager in August 2025, and Maddy Hardman was appointed interim Choir and Concerts Manager in September 2025, pending permanent recruitment to the role.

The Board appoints new trustees to meet any gaps identified. Appointments are usually made through an open recruitment round, occasionally through referrals from individuals with specific expertise. Training for new trustees includes invitations to concerts (where they are not already involved with the choir), a discussion with the Chair about the Committee, trustee roles and responsibilities, and meetings with the Treasurer and other trustees. New trustees are also given access to previous meeting papers and minutes.

### ***Strategic planning***

The Committee operates within the framework of a rolling three-year strategic plan, which serves as the touchstone for all decision-making on behalf of the Choir. The plan addresses five key areas: performance and repertoire, recordings, profile, membership, and governance.

During the 2024/25 year, with both the Conductor and Chair in transition, the Committee prioritised embedding the new leadership team and maintaining operational continuity. The annual strategic review was deferred to early 2026, with the last formal review conducted in August 2024.

## **8. Declarations**

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

Signed on behalf of the charity's trustees:

Signature(s):	<u>Wayne Jones</u>
Full name(s):	<u>Wayne Jones</u>
Position(s):	<u>Chair</u>
Date:	<u>28th January 2026</u>

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**Balance Sheet at 31/3/2025**

	£	£
<b>Assets</b>		
Cash		
Current Account	3,672.09	
Deposit Accounts		
CAF Gold- 2,264.62	5,680.18	
COIF - 3,415.56		
		9,352.27
Cash not deposited	213.90	
Prepayments: Administration 2025 activities	322.63	
Prepayments: for April 2025 SJSS Miserere	703.28	
Accrual of income: Gift Aid not yet claimed	75.00	
		10,667.08
<b>Liabilities</b>		
		10,667.08
<i>Funds b/f 1/4/2024</i>		<i>13,393.94</i>
Deficit from general account		2,726.86
Funds c/f 31/3/2025		10,667.08
<i>o/w restricted for recording</i>		383.72
<i>o/w unrestricted</i>		<i>10,283.36</i>
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## Income & Expenditure Account (2024/25 FY)

### Events Account

	£	£
<b>Recording (June 2024)</b>		
Income		
Administration	(331.03)	
Conductor	(770.00)	
Music hire	(43.25)	
Production	(2016.00)	
Deps	(650.00)	
Venue and misc.	(606.00)	
(Gross expenditure)		(4416.28)
Net income/(expenditure)		(4416.28)
<b>B minor Mass, Lewes (July 2024)</b>		
Pre-agreed costs		1500.00
Income		1500.00
Administration	(236.79)	
Conductor	(700.00)	
Accompanist	(110.00)	
Music hire and posting	(24.30)	
(Gross expenditure)		(1,071.09)
Net income/(expenditure)		428.91
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<b>30<sup>th</sup> Anniversary Concert, St Gabriel's Pimlico (October 2024)</b>		
Ticket income, refreshments & programme sales	1753.74	
Donation	1000.00	
Income		2753.74
Conductor	(1050.00)	
Administration incl. transport	(1062.13)	
Music hire & posting	-299.42	
Rehearsal Venue Hire	(587.00)	
Venue Hire	(435.00)	
Refreshment purchase	(201.06)	
Marketing and printing	(258.97)	
(Gross expenditure)		(3,893.58)
Net income / (expenditure)		(1139.84)
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<b>Beethoven 9<sup>th</sup> Symphony with London Euphonia (December 2024)</b>		
Income: performance fee	2,000.00	
Income		2,000.00
Rehearsal Venue Hire	(250.00)	
Conductor	(280.00)	
Administration	(233.16)	
Music hire & purchase	(78.86)	
Accompanist	(130.00)	
(Gross expenditure)		<u>(972.02)</u>
Net income / (expenditure)		1,027.98
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<b>Railway Children (December 2024)</b>		
Performance Fee	150.00	
Income		150.00
Administration	(123.25)	
(Gross expenditure)		<u>(123.25)</u>
Net income / (expenditure)		26.75
		=====

<b>Total income on events</b>		6,403.74
<i>Expenditure on events (excl. recording)</i>		-6,059.94
<b>Total expenditure on events</b>		-10,476.22
<b>Total (deficit) / surplus on events</b>		-4072.48



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**Other - General**

	<b>2024/25</b>	
	£	£
<b>Income</b>		
Donations	3,400.00	
Royalties (PPL)	127.30	
Investment income	241.07	
Gift Aid (for this year donations only, incl. expected)	850.00	
Gift Aid extra (pre-2023 donations and interest)	358.24	
Misc – refund from previous music hire	42.00	
		5018.61
<b>Expenditure</b>		
Administration - general	(1341.98)	
Subscription & Insurance	(270.00)	
Printing licence	(125.00)	
Auditions Apr – Administration, Conductor, Marketing	(520.22)	
Auditions Aug (conductor) – Administration, venue, music, drinks	(829.25)	
Auditions Nov – Administration, Venue, Conductor	(384.00)	
Sundries incl. mobile	(79.00)	
Bank fees	(60.00)	
		(3609.45)
	<b>Total - General</b>	1409.16

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**General Account**

	2024/25			Memo item: 2023/24	
	£	£		£	£
<b>Income</b>					
Donations	3,400.00			2,100.00	
Musical events	6,403.74			8,571.90	
Gift Aid (incl. expected and extra)	1208.24			525.00	
Misc (refund)	42.00			-	
Income from royalties	127.30			47.68	
Investment income	241.07			287.74	
		11422.35			11532.32
<b>Expenditure</b>					
Musical events	(10,476.22)			(10702.65)	
Last year's costs (not accrued)	-			(110.70)	
Administration – general & library	(1341.98)			(327.42)	
MM Subscription & Insurance	(270.00)			(259.00)	
Marketing (incl. website)	-			(311.87)	
Printing licence	(125.00)			-	
Auditions	(1733.47)			(234.76)	
Sundries incl. mobile	(79.00)			(8.15)	
Bank fees	(60.00)			(60.00)	
		-14085.67			(12014.55)
(Deficit) / Surplus		-2663.32			(482.23)
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These accounts were approved and authorised for issue by the Trustees on 15 January 2026 and signed on their behalf by:

*Wayne Jones* \_\_\_\_\_

Wayne Jones, Chair  
Date:

28.1.2026\_\_

*Paul Waldron*  
Paul Waldron, Treasurer  
Date:  
28.1.2026