



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	July	2020		30	June	2021

Section A Reference and administration details

Charity name

Oxford Orpheus

Other names charity is known by

Registered charity number (if any)

1169023

Charity's principal address

1 Bedford Street

Oxford

Oxfordshire

Postcode

OX4 1SU

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	Leonora Pitt	Chair		
2	David Feeny	Treasurer		
3	Jacqueline Ferguson			
4	Ingrid Lunt	Minutes Secretary		
5	Andrew Button	Administrator		
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by the charity (Oxford Orpheus)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

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

The objects of the CIO are:

1. The promotion of the art of choral music for the public benefit through its study and practice and by public performance.
2. Such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the Trustees may from time to time determine.

The trustees having had regard to the guidance issued by the Charity Commission on public benefit, the main activities undertaken were:

1. There were no activities undertaken due to the Covid-19 pandemic.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Charitable Donations Policy

1. Trustees must agree, at their first meeting after the annual concert, the amount to be released to the Trust's chosen charity taking into account the appropriate level of reserves.
2. The charitable donation amount agreed will always include the concert day collection; as well as any donations received by the Trust which are clearly intended to be passed to the chosen charity.
3. To the extent that it can be achieved within the agreed financial reserves, revenue from the sale of concert tickets (except for those sold at a discount to members) should also be included within the charitable donation.
4. Revenue from membership fees will normally be required to meet the Trust's operating costs.

Summary of the main achievements of the charity during the year

The charity's two main achievements were as follows:

1. Despite there being no activities due to the Covid-19 pandemic, the Trustees continued to meet virtually by Zoom, in order to monitor the situation and decide whether any activity would be possible. It was ultimately decided that no activities would take place in this year.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves policy

1. The purpose of the reserves policy is to ensure the financial sustainability of Oxford Orpheus Trust.
2. Assessing the appropriate level of reserves requires review of:
 - forecasts for future levels of income, taking into account the reliability of each source of income;
 - forecasts for future levels of expenditure on the basis of planned activity, including any needed investment projects;
 - analysis of any identifiable risks and their potential impacts and consequences.
3. The treasurer is responsible for providing supporting calculations to help trustees to agree the relevant level of reserves, which – at a minimum – should be set at 5% of annual operating expenditure plus any planned investment project costs.

Details of any funds materially in deficit

N/A

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 only source of funding was donations.

The only expenditure was on marketing and administration.

Section F

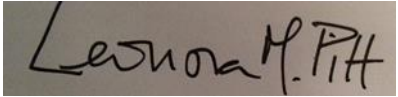
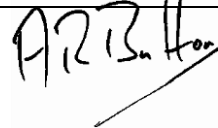
Other optional information

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)	Leonora Pitt	Andrew Button
Position (eg Secretary, Chair, etc)	Chair	Administrator
Date	8 March 2022	

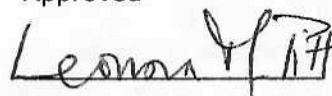
OXFORD ORPHEUS TRUST
Charitable Incorporated Organisation - Registered Charity Number 1169023
ACCOUNTS 1 JULY 2020 – 30 JUNE 2021

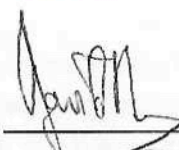
Income and Expenditure Account		
	2021	2020
Income	£	£
Membership fees & concert income	0	9,916.30
Gift Aid on fees & donations	0	1,443.10
Donations Received	576.61	1,191.71
	<u>576.61</u>	<u>12,551.11</u>
Expenditure	£	£
Musicians	0	3,535.39
Venue hire	0	3,925.61
Marketing and administration	191.40	2,142.24
Amortization of Investment	0	720.00
Charitable Donation	0	3,500.00
	<u>191.40</u>	<u>13,823.24</u>
Surplus/(Deficit) for the year	<u>385.21</u>	<u>(1,272.13)</u>

Balance Sheet as at 30 June 2021

	30-6-2021	30-6-2020
Current Assets		
Cash at Bank	2,507.15	2,279.13
Pre-payments	1,223.50	1,223.50
Creditors	0	- 157.19
Net Current Assets	<u>3,730.65</u>	<u>3,345.44</u>
Infrastructure Investment	-	0
Total Assets	<u>3,730.65</u>	<u>3,345.44</u>

Approved

 Leo Pitt (Chair)

 David Feeny (Treasurer)