

Royal Leamington Spa Brass & the Band Factory Annual Trustees Report 2020-2021

Aims and purposes

Royal Leamington Spa Brass and the Band Factory (RLSB &TBF) have the responsibility to promote community music making in Leamington Spa through involvement in a brass band or using the rehearsal facilities at The Band Factory.

Objectives and Activities

The charities objectives and activities are as follows:

- To provide musical education and activities for the community with particular emphasis, but not limited to, Leamington Spa and the surrounding area
- To provide rehearsal, meeting, performance, and workshop facilities for community groups with special emphasis on music and art groups
- To encourage the enjoyment of music and the arts by people of all ages with no discrimination of grounds of age, sex, race or disability

When planning for the next year RLSB &TBF have considered the guidance on public benefit and the objectives as set out in our constitution. Our charitable purpose falls under the advancement of arts, culture, heritage or science and also the advancement of community development. We are committed to encouraging as many people as possible in the local community to be involved in music making in Leamington through participating in the bands and choirs that use the Band Factory.

The Impact of Coronavirus on the Royal Leamington Spa Brass and The Band Factory 2020-2021

The charity was on hold for the entire period between April 2020-April 2021 due to the ongoing pandemic. We took advice from Brass Bands England regarding the stating up of bands and it was felt that the risks were too high to encourage the return of any music groups to the band room.

During this time, we were able to let out the facilities to a dance group whose usual rehearsal space was not in use.

The Development Bands were also able to start back a little earlier than the adult bands, with the appropriate social distancing, ventilation and cleaning routines were established in line with government and BBE guidelines.



The impact of the pandemic is yet to be calculated. Most people continued paying their membership subs to Royal Spa Brass.

The amount of money received from people hiring the Band Factory fell substantially due to the restrictions. Several of the groups that do use The Band Factory also lost members, and some found other venues.

Our biggest fundraising effort yearly has been The Leamington Beer Festival. This was postponed in 2020 and looks set to be postponed in 2021.

Maintenance

All essential maintenance was carried out to the building.

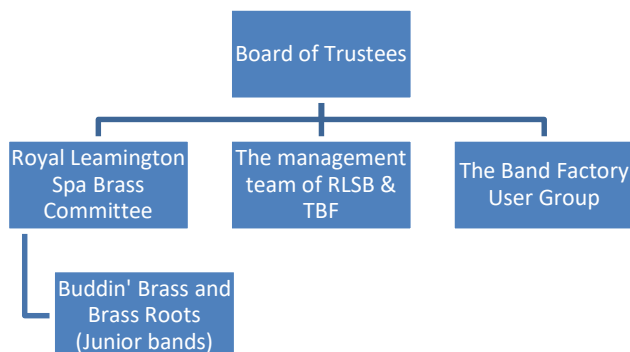
It was decided to take the opportunity whilst the Band Factory was out of order and the weather acceptable, to replace the roof on one of the buildings. This meant that we now have a waterproofed roof, and this has prevented any further ingress of water to that building. The charity did have the funds for this.

Events

There were no events held during 2020-21 due to Coronavirus

Structure, governance and management

RLSB and The Band Factory is structured as follows



Members of the Trustee board are all active members of RLSB. They were appointed at the AGM to launch the charity. They are responsible for the governance and strategic overview of the charity. They met four times (virtually) in 2020-2021.

The members are

- Annette Cairns (current chair)
- Andrew Webber (Treasurer)
- Andy Stevenson (Secretary)
- Kirsty Hooper
- Nicola Burke
- Mark Scott

The RLSB committee reports to the Board of trustees and is made up from members of the senior band. All are volunteers. The RLSB committee is responsible for making decisions on all matters of general concern and importance to the band including deciding how finances are to be spent, the maintenance of instruments and equipment, events, membership, safeguarding and data protection of members. They met three times last year and report into the Trustees

The management team of RLSB is responsible for all day-to-day matters arising from the band. They meet regularly after band practice to discuss matters regarding music, events, and attendance at events.

The Band Factory has a User Group made up from volunteers from all groups using the Band Factory. They are consulted on all elements of the building including fund raising and maintenance of the fabric of the building. A small group of people are responsible for the day to day running of the band factory and report directly to the Trustees. The charity purchased Hallmaster – an online room booking system, to enable effective resource management and invoicing.

Mark Phillips has been appointed as Project Manager for the development work to the Band Factory which will include the roof, improved toilet facilities and kitchenette. These works will be scheduled over the next three years as the fund-raising progresses.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Royal Spa Brass & The Band Factory

No (if any)
1169205

Receipts and payments accounts

CC16a

For the period
from

Period start date
6th April 2020

To

Period end date
5th April 2021

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					
Subscriptions	6,972	-	-	6,972	7,748
Donations	5,784	-	-	5,784	1,440
Events	3,397	-	-	3,397	1,955
Christmas Events	-	-	-	-	2,800
Uniform Sales	-	-	-	-	403
Room Hire	6,307	-	-	6,307	9,157
Parking Rental	500	-	-	500	3,000
Loan Repayment	-	-	-	-	10,000
Bank Interest	5	-	-	5	18
Sub total (Gross income for AR)	22,965	-	-	22,965	36,521
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	22,965	-	-	22,965	36,521
A3 Payments					
MD & Musician Fees	4,128	-	-	4,128	4,718
Misc & Sundry	42	-	-	42	280
Bank Charges	15	-	-	15	-
Events	-	-	-	-	385
Library	-	-	-	-	186
Insurance	1,155	-	-	1,155	1,380
Office & Marketing	-	-	-	-	-
Uniforms	-	-	-	-	554
Instrument Repair	110	-	-	110	-
Utilities	3,366	-	-	3,366	5,482
Telephone & Internet	388	-	-	388	-
Council Tax	3,106	-	-	3,106	3,481
Maintenance & Cleaning	31,503	-	-	31,503	7,109
Subscriptions	97	-	-	97	72
Loan Made	-	-	-	-	10,000
New Instruments	-	-	-	-	-
Training	-	-	-	-	120
Sub total	43,910	-	-	43,910	33,767
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	43,910	-	-	43,910	33,767
Net of receipts/(payments)	- 20,945	-	-	- 20,945	2,754
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	55,780	-	-	55,780	53,026
Cash funds this year end	34,835	-	-	34,835	55,780

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

HSBC Current Account	24,748	-	-
HSBC Deposit Account	10,087	-	-
		-	-
Total cash funds	34,835	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

Unrestricted
funds
to nearest £Restricted
funds
to nearest £Endowment
funds
to nearest £

Details

B2 Other monetary assets

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details

Fund to which
asset belongs

Cost (optional)

Current value
(optional)

B3 Investment assets

		-	-
		-	-
		-	-
		-	-
		-	-

Details

Fund to which
asset belongs

Cost (optional)

Current value
(optional)B4 Assets retained for the
charity's own use

		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details

Fund to which

Amount due

When due

B5 Liabilities

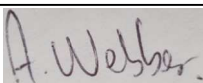
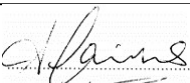
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on
behalf of all the trustees

Signature

Print Name

Date of
approval

	Andrew Webber - Treasurer	16/01/2022
	Annette Cairns - Chair	16/01/2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Royal Spa Brass & The Band Factory

On accounts for the year
ended

5th April 2021

Charity no
(if any)

1169205

Set out on pages

One and Two

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05 / 04 /2021.

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.

Signed:

Date:

16th January 2022

Name:

Sue Bluteau

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

CIMA

Address:

4 Charles Street, Warwick. CV34 5LE