

Royal Leamington Spa Brass & the Band Factory Annual Trustees Report 2021-2022

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 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 2021-2022

Coronavirus continued to exert a significant affect on the Charity April 2021-March 2022. It impacted our abilities to run events and promote the charity into the community.

The impact of the pandemic is yet to be calculated. Most people continued paying their membership subs to Royal Spa Brass. It was our fundraising events that were the most impacted.

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.

Maintenance

All essential maintenance was carried out to the building including electrical checks and checks of fire safety system.

The final part of the roof gully was replaced and made good which has ensured that the Band Factory is now totally watertight, at least from the roof.

Events

The Christmas period was a successful one although significantly down on previous years due to loss of important contacts. The main event was Carols at the Castle which returned with appropriate covid restrictions into the Courtyard at Warwick Castle. Monies raised from the Christmas period are in the Treasurer Report

Smaller events for the junior bands were held at the Band Factory which proved popular with parents.

Musical Director

Mark Phillips, our Senior Band conductor decided to move down to Cornwall and sadly tendered his notice during 2021. This was disappointing as the Band had responded to his conducting positively and we had gained new members.

Jon Lambdon, our Librarian stepped into the role temporarily whilst we commenced the search for a new Musical Director. He proved very popular and took the band to Warwick Carols at the Castle very successfully.

He decided not to apply for the role which was disappointing. We received two applicants and appointed Micah Parsons based on his plans for the band which are ambitious, centring around workshops, community events and promoting brass banding in the Midlands. This resonated with our charitable purpose. He commenced in April 2022

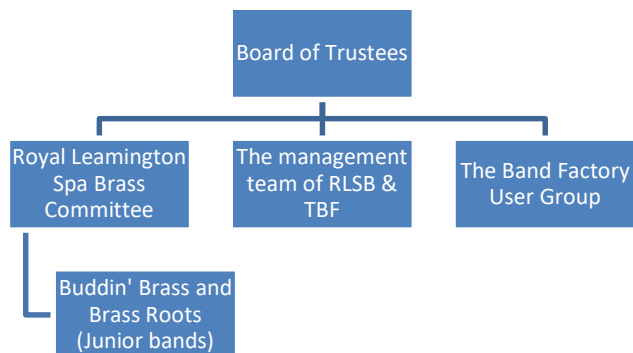
Fund Raising

Fundraising continues to be low key as events start to come into the calendar. The trustees are actively looking for any funding available and have been working with Brass Bands England to source funding.

The building was valued during 2021 and discussions with Sat Bhandal, Moore & Tebbutt, Solicitors confirmed that the charity owns the leasehold and holds the Freehold in Trust. This means that we can broaden our scope of looking for funding available.

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 via Zoom in 2021-22.

The members are

- Annette Cairns (current chair)
- Andrew Webber (Treasurer)
- Andy Stevenson (Secretary)
- Kirsty Hooper
- 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 uses Skedda – an online room booking system, to enable effective resource management and invoicing.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Royal Leamington Spa Brass and The Band Factory

No (if any)
1169205

Receipts and payments accounts

CC16a

For the period
from

Period start date
5th April 2021

To

Period end date
4th April 2022

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					
Bank Interest	1	-	-	1	5
Donations	2,566	-	-	2,566	5,784
Events	7,755	-	-	7,755	3,397
Grants	12,500	-	-	12,500	-
Parking Rental	2,000	-	-	2,000	500
Room Hire	7,832	-	-	7,832	6,307
Subscriptions	6,055	-	-	6,055	6,972
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	38,709	-	-	38,709	22,965
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,709	-	-	38,709	22,965
A3 Payments					
Bank Charges	40	-	-	40	15
Council Tax	2,125	-	-	2,125	3,106
Instrument Repair	811	-	-	811	110
Insurance	1,103	-	-	1,103	1,155
Library	124	-	-	124	-
Maintenance & Cleaning	6,626	-	-	6,626	31,503
MD & Musician Fees	3,246	-	-	3,246	4,128
Misc & Sundry	-	-	-	-	42
New Instruments	-	-	-	-	-
Office & Marketing	1,435	-	-	1,435	-
Subscriptions	100	-	-	100	97
Telephone & Internet	429	-	-	429	388
Training	120	-	-	120	-
Uniforms	-	-	-	-	-
Utilities	3,838	-	-	3,838	3,366
	-	-	-	-	-
	-	-	-	-	-
Sub total	19,997	-	-	19,997	43,910
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	19,997	-	-	19,997	43,910
Net of receipts/(payments)	18,712	-	-	18,712	- 20,945
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,835	-	-	34,835	55,780
Cash funds this year end	53,547	-	-	53,547	34,835

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 Accounts	41,047	-	-
	HSBC Deposit Account	12,500	-	-
			-	-
			-	-
	Total cash funds	53,547	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

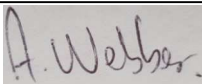
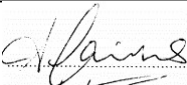
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	01/06/2022
	Annette Cairns - Chair	01/06/2022



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**

4th April 2022

**Charity no
(if any)**

1169205

Set out on pages

One and Two

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 04 / 04 /2022.

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:

10th December 2022

Name:

Sue Bluteau

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

CIMA

Address:

4 Charles Street

Warwick

CV34 5LE

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.