

Royal Leamington Spa Brass & the Band Factory Annual Trustees Report 2022-2023

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.

Comments

Coronavirus continued to exert an effect on the Charity April 2022-March 2023. Many of our ad hoc users were very slow to return to the Band Factory as they had either disbanded or had found other venues whilst we were closed.



Maintenance

All essential maintenance was carried out to the building including electrical checks and checks of fire safety system. There was a complete Electrical check including PAT testing to renew the Electrical Certificate we hold/

Events

There were some significant changes in how local councils ran their summer schedules of events in bandstands following the death of Derek Bruce who used to manage all the bookings. This has meant developing new, and more relationships with councils directly. Leamington and Warwick District Council have completely stopped their Bands in The Park schedules.

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 was in the 50th year. Covid restrictions being lifted also meant more people were able to attend. 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

Micah Parsons was appointed as senior MD in April 2022 and brought with him enthusiasm and some new ideas. Collaboration with the Salvation Army in Coventry led to a joint concert and the hope that bonds will be forged with other bands in the area.

Fund Raising

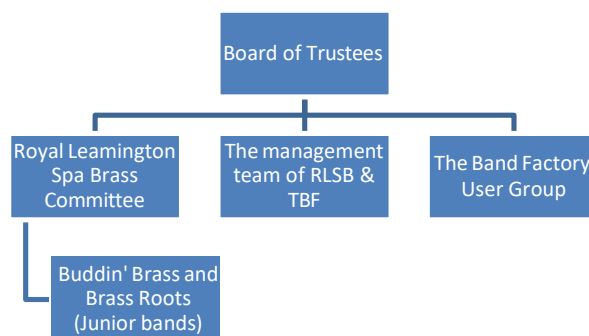
Fundraising continues to be low key as events start to come into the calendar. The trustees are actively looking for any funding available and have been working with Brass Bands England to source funding.

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 2022-23.

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

CC16a

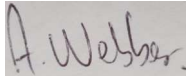

Receipts and payments accounts

For the period from	Period start date 5th April 2022	To	Period end date 4th April 2023
------------------------	-------------------------------------	----	-----------------------------------

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	108	-	-	108	1
Donations	2,161	-	-	2,161	2,566
Events	8,015	-	-	8,015	7,755
Grants	-	-	-	-	12,500
Instrument Hire	713	-	-	713	-
Parking Rental	1,500	-	-	1,500	2,000
Room Hire	9,527	-	-	9,527	7,832
Membership	6,596	-	-	6,596	6,055
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	28,620	-	-	28,620	38,709
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,620	-	-	28,620	38,709
A3 Payments					
Bank Charges	114	-	-	114	40
Council Tax	2,125	-	-	2,125	2,125
Instrument Repair	798	-	-	798	811
Insurance	1,078	-	-	1,078	1,103
Library	378	-	-	378	124
Maintenance & Cleaning	3,591	-	-	3,591	6,626
MD & Musician Fees	3,178	-	-	3,178	3,246
Office & Marketing	5,954	-	-	5,954	1,435
Subscriptions	138	-	-	138	100
Telephone & Internet	475	-	-	475	429
Training	-	-	-	-	120
Uniforms	-	-	-	-	-
Utilities	4,958	-	-	4,958	3,838
	-	-	-	-	-
	-	-	-	-	-
Sub total	22,787	-	-	22,787	19,997
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	22,787	-	-	22,787	19,997
Net of receipts/(payments)	5,833	-	-	5,833	18,712
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	53,547	-	-	53,547	34,835
Cash funds this year end	59,380	-	-	59,380	53,547

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 Charitable Account	33,846	-	-
	HSBC Savings Account	5,447	-	-
	HSBC Savings Account	20,087	-	-
	Total cash funds	59,380	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which	Amount due	When due
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 	Andrew Webber - Treasurer Annette Cairns - Chair	20/10/2023 20/10/2023	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Royal Spa Brass & The Band Factory

**On accounts for the year
ended**

4th April 2023

**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 /2023.

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:

7th January 2023

Name:

Sue Bluteau

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

CIMA

Address:

4 Charles Street

Warwick

CV34 5LE

Section B**Disclosure**

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.