



Royal Leamington Spa Brass & the Band Factory Annual Trustees Report 2023-2024

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.

Purchase of the Band Factory Freehold

The fabric of the Band Factory is degrading due to age and usage. We had been unable to secure funding due to concerns about who owns the Freehold. The charity had 100% of the leasehold but only held 25% of the freehold. It was difficult to track down who owned the other 75%.

We sought the advice of the solicitor who had been involved in the original purchase of the building. The original purchase had been made with the help of a company that was no longer trading. All assets had reverted to the Crown.

The trustees proposed to purchase the remaining asset from the Crown. This was put to the members at the 2023 AGM and the motion was passed.

The purchase was completed in November 2023 and the charity is pleased to announce that they now own 100% of the premises. This will enable us to seek funding to improve the facilities.



We have also engaged the services of an architect to draw up plans which have been sent to planning for approval. We can confirm that we have also successfully gained planning permission for improvements to the BAND FACTORY which include:

- New toilets
- New staircase
- New windows
- New heating
- Improved storage

We were also able to secure funding from the local council to replace the roof over the Band room, which also brings the insulation of the roof up to building standards.

2024 will see the start of seeking funding to be able to bring the plans to life.

Band Reports and Events

Both bands had a busy year.

RSB 2023 Events

10/04/2023: Leamington Parade Easter festival; small band.

05/05/2023: Evergreen school; small band performing to local school.

06/05/2023: Leamington Band Stand Coronation Event: Full band playing in the Royal Pump Room Gardens after live streaming of coronation finished.

07/05/2023: Whitnash proms in the park; Full band playing last night of the proms set in local community fayre.

07/05/2023: Ryton pools country park; small band playing as part of coronation celebrations.

28/05/2023: Warwick food festival; small band.

03/06/2023; Hampton Lucy Village Fete.

07/06/2023: Small band playing at local citizen's 110th birthday party.

10/06/2023: Kenilworth Lions; Full band performing on stage as part of the Kenilworth Lions charity event.

11/06/2023: Cars in the spa; Small band playing as part of the entertainment at the annual Leamington 'Cars in the Spa' event.

25/06/2023: Bromsgrove Bands in the Park; full band playing at the summer bands in the park events held in Bromsgrove. A free performance for members of the public to attend.

30/07/2023: Kenilworth Food Festival; small band

02/09/2023: Morrisons Charity Butterfly Event - I don't have any more details apart from this and recall something about a butterfly??

21/10/2023: Oompah Band playing at The Antelope in Lighthorne.

28/10/2023: Oompah Band playing at Chestnut Cottage in Lighthorne.

12/11/2023: Remembrance Service Burbage; Small band playing at the remembrance Sunday event.



19/11/2023: Rotary Christmas Tree Lights switch on; full band playing at the Rotary club's tree of life light switch on event.

23/11/2023: Warwick Victorian Evening; small band playing as part of Warwick's annual Victorian evening.

23/11/2023: RSB Quintet playing at Christmas tree festival in St Mary's Church Warwick.

24/11/2023: Kenilworth high street Christmas lights switch on; small band.

25/11/2023: RSB Quintet playing at Christmas tree festival in St Mary's Church Warwick.

25/11/2023: RSB Autumn Concert: Full Band playing alongside Cubbington Silver band in our autumn concert at Holy Trinity Church Leamington.

30/11/2023: RSB Quintet playing at Christmas tree festival in St Mary's Church Warwick.

2/12/2023: RSB Quintet playing at Christmas tree festival in St Mary's Church Warwick.

3/12/2023: Leamington Christmas Lantern Parade; small band.

3/12/2023: Myton Hospice Coventry Light up a Life event; small band.

8/12/2023: Kenilworth Christmas market; small band.

10/12/2023: Myton Hospice Santa Dash; small band playing at Myton Hospice annual Santa Dash fundraiser.

10/12/2023: Small band busking on the parade in Leamington Spa.

10/12/2023: Church of the Holy Cross Moreton Morrell; small band playing at carol service in church.

10/12/2023: Myton Hospice Warwick Light up a Life event; small band.

11/12/2023: Small band playing at Cubbington Mill Care Home.

16/12/2023: Carols at the Castle: Full band playing at the annual Carols at the Castle Event at Warwick Castle along with the St Marys choir.

17/12/2023: Small band playing at the Black Horse in Moreton Morrell.

19/12/2023: Small band playing carols at Morrisons.

20/12/2023: Small band playing carols at Morrisons.

21/12/2023: Small band playing carols at the 'Stilton Sniffers' event in Norton Lindsey.

24/12/2023: Small band playing carols at Morrisons.

Successful Concerts and Events

Valentines Solos Concert-some amazing performances from members, especially the ones who had only just joined, such bravery to get up on stage!

Night at the Oscars – Band awards given.

Leek Wootton Village Fete and Safeguarding inspection - council please with all our safeguarding procedures and organisation of the event.

Summer Party performances from other groups within the band factory that our members also perform in.

Roots summer performance.

Fireworks Night concert - a highly successful concert and fundraising opportunity.

Masons Christmas Dinner Carols.



Christmas Concert with St Peter's Choir.

Christmas Party joint rehearsals-all three groups rehearsed together to further links and friendships between the bands.

Promotions

6 Roots members have joined Buddin'

3 Buddin' members have changed part to a different instrument for further skills development.

3 Buddin' members were invited and encouraged to try out Senior Band; invites were not accepted due to commitment/time issues.

GenZ Brass: Teenage group worked well this last year and performed at rehearsals for Roots, as well as in gigs in public. Due to GCSEs and A Levels the group has disbanded.

GenZ Brass has been replaced by GenX Brass: this quintet has been promoted from Roots to the studio upstairs to run their own rehearsals. They have taken on new instruments and parts, and we look forward to welcoming them on to the stage for the first time at the Solos Concert in April.

Instrument hire

Members of Buddin' who play trumpet are encouraged to hire cornets, all members are also encouraged to try other instruments, this has increased the revenue from hire.

Plans for 2024

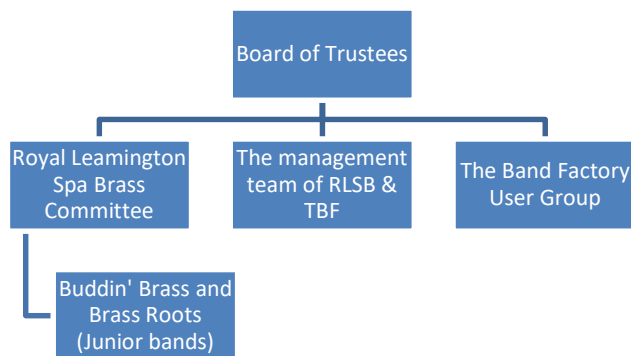
Continuing to capitalise on the events from 2023.

Jon Lambdon was confirmed as new MD of RSB during 2023 following the departure of Micah Parsons. The band has been going from strength to strength and seeking new opportunities to play. This will include returning to Ironbridge Festival of Brass and continuing to play for Carols at the Castle, our most high-profile concert.



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 in 2017-18.

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. Day to day running is managed by Trustees with help from members of the user group.

Skedda continues to be used for booking rooms by all members and users.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Royal Leamington Spa Brass and The Band Factory

No (if any)
1169205

CC16a

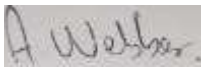

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	5th April 2023		4th April 2024

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	458	-	-	458	108
Donations	2,092	-	-	2,092	2,161
Events	7,887	-	-	7,887	8,015
Grants	20,000	-	-	20,000	-
Instrument Hire	1,080	-	-	1,080	713
Parking Rental	1,250	-	-	1,250	1,500
Room Hire	10,764	-	-	10,764	9,527
Membership	8,511	-	-	8,511	6,596
Uniforms	645	-	-	645	-
	-	-	-	-	-
Sub total (Gross income for AR)	52,687	-	-	52,687	28,620
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	52,687	-	-	52,687	28,620
A3 Payments					
Bank Charges	86	-	-	86	114
Council Tax	2,466	-	-	2,466	2,125
Instrument Repair	384	-	-	384	798
Insurance	1,151	-	-	1,151	1,078
Library	773	-	-	773	378
Maintenance & Cleaning	55,390	-	-	55,390	3,591
MD & Musician Fees	4,538	-	-	4,538	3,178
Office & Marketing	816	-	-	816	5,954
Subscriptions	140	-	-	140	138
Telephone & Internet	509	-	-	509	475
Training	195	-	-	195	475
Uniforms	1,795	-	-	1,795	-
Utilities	4,416	-	-	4,416	4,958
Events	603	-	-	603	-
Professional Fees	9,639	-	-	9,639	-
Room Hire	18	-	-	18	-
Sub total	82,919	-	-	82,919	22,787
A4 Asset and investment purchases, (see table)					
The Band Factory - Freehold	7,895	-	-	7,895	-
	-	-	-	-	-
Sub total	7,895	-	-	7,895	-
Total payments	90,814	-	-	90,814	22,787
Net of receipts/(payments)	- 38,127	-	-	- 38,127	5,833
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	59,380	-	-	59,380	53,547
Cash funds this year end	21,253	-	-	21,253	59,380

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	5614	-	-
	HSBC Savings Account	10024	-	-
	HSBC Savings Account	5614	-	-
	Total cash funds	21,253	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	The Band Factory, Althorpe Street, Leamington Spa	Unrestricted	-	330,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Andrew Webber - Treasurer	03 January 2025	
		Annette Cairns - Chair	03 January 2025	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Royal Leamington Spa Brass & The Band Factory

On accounts for the year
ended

4 April 2024

Charity no
(if any)

1169205

Set out on pages

One and Two

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 04 / 04 / 2024.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 17 January 2025

Name:

Sue Bluteau

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

CIMA (Retired)

Address:

4 Charles Street

Warwick

CV34 5LE

Only complete if the examiner needs to highlight 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.