

Fleetville Swing Band



Community through Music

**Trustees' Report and Financial Statements**  
**for the year to 31 August 2024**

**Charity No: 1170472**

The trustees are pleased to present their annual report and the financial statements of the charity for the year ended 31 August 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1, the Charities Act 2011, the charity's constitution and the Statement of Recommended Practice applicable to charities preparing accounts in accordance with FRS 102.

## **Objectives and activities**

### **Purpose**

The purpose of the charity, as defined in its governing document is to advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public concerts.

### **Main activities**

Fleetville Swing Band fulfils this purpose by:

- inviting members of the community to join regular rehearsals
- performing at local charity and community events
- organising its own musical performances for the general public.

### **Public benefit statement**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit, including the guidance on fee charging.

Fleetville Swing Band often performs at local charity and community events free of charge. When organising its own events, the trustees consider the affordability of fees to ensure the widest possible access to its musical performances. Membership subscriptions are low and not compulsory.

## **Achievements and performance**

Many of our performances this year were repeat invitations: a return to the DeHavilland Aircraft Museum for another fundraising concert of classic big band numbers in the aircraft hangar; three return outings to Clarence Park, St Albans in September 2023, June and August 2024 for 'Jazz in the Park', organised by Verdi's restaurant; and a festive performance at the Fleetville Infant School Christmas Fair.

New for 2024, and arguably the highlight of our year, was a coach trip to the Cotswolds to perform at the prestigious Burford Festival. Twenty-eight members of the band took part, playing to a sell-out audience in a historic garden setting.

In October 2023, we appointed professional jazz drummer, Dave Tandy, to become our first permanent Musical Director. We are immensely grateful to Bob Power, David Forbes, Ant Pulley, Andy Henderson, Cameron Ross and others for directing the band on a voluntary basis since its inception.



*FSB performing at the Burford Festival, June 2024*

## **Financial review**

### **Financial position**

The income of the charity for the year was £5,220 (2023: £3,245). Expenditure was £5,662 (2023: £3,403), resulting in net expenditure of £442 (2023: net expenditure of £158). The result reflects the cost of contracting a professional Musical Director for the first time from October 2023, offset by claiming Gift Aid on membership subscriptions, including a backdated claim.

At 31 August 2024, total reserves were £8,807 (2023: £9,249), comprising general funds of £7,807 (2023: £8,249) and two designated funds of £500 each. The purpose of these funds is explained in the notes to the accounts. A bank deposit account was opened at the end of the previous financial year to take advantage of higher interest rates and to earn income from these funds.

General reserves are held to allow for a smooth transition to the new financial model where we now pay professional rates for our Musical Director. We have reviewed our subscription rates and have started to claim Gift Aid on subscriptions, knowing that this will be re-invested in the local musical economy. Even though the past two years have been loss-making, with a strong reserve position, the trustees are confident that Fleetville Swing Band remains a going concern.

## **Structure, governance and management**

Fleetville Swing Band is a Charitable Incorporated Organisation (CIO) with voting members, registered with the Charity Commission on 30 November 2016. It is governed by its constitution, adopted on 11 September 2016. The charity inherited the assets and activities of Fleetville Swing Band, a society established in 2010 with similar objects.

# Fleetville Swing Band

## Report and Financial Statements for the year ended 31 August 2024

### Governance

The trustees of Fleetville Swing Band are responsible for the governance of the charity. Trustees are elected by the members for a three year term, after which they must stand for re-election. There are currently six (2023: six) trustees.

Membership is open to anyone interested in furthering the purposes of the charity. We have a committed base of members who regularly attend rehearsals and performances. At 31 August 2024, there were 35 members (2024: 34 members).

Full member meetings, including an AGM, are held at least once a year where members vote to decide on decisions such as the appointment of new trustees. At other times, members delegate decision-making to a committee comprising the trustees and any other members who wish to attend. A minimum of three committee meetings are held each year.

### Future plans

Events for 2025 include a performance at St Albans Cathedral to celebrate the 80<sup>th</sup> anniversary of VE Day and a return to 'Jazz in the Park' in St Albans.

### Reference and administrative details

#### Trustees

Matthew Cox	Chair	Resigned & re-appointed 16 April 2024
Helen Evans	Treasurer	Resigned & re-appointed 16 April 2024
Sirina Wooster	Secretary	Appointed 16 April 2024
Alex Gould		Resigned & re-appointed 15 April 2025
Cameron Ross		Resigned & re-appointed 15 April 2025
Adrian Strain		

#### Principal address

23 Beaumont Avenue  
St Albans  
Hertfordshire  
AL1 4TL  
[www.fleetvilleswingband.co.uk](http://www.fleetvilleswingband.co.uk)

### Declarations

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

<b>Signature</b>	<i>Matthew Cox</i>	<i>Helen Evans</i>
<b>Full name</b>	Matthew Cox	Helen Evans
<b>Position</b>	Chair	Treasurer
<b>Date</b>	15 April 2025	15 April 2025

**Fleetville Swing Band**  
**Statement of financial activities for the year ended 31 August 2024**  
**(including income and expenditure account)**

		<b>Unrestricted funds</b>	
	<b>Note</b>	<b>2023/24</b>	<b>2022/23</b>
		<b>£</b>	<b>£</b>
<b>Income from:</b>			
Charitable activities	2	5,145	3,245
Investment income		75	-
<b>Total income</b>		<b>5,220</b>	<b>3,245</b>
<b>Expenditure on:</b>			
Charitable activities	3	5,662	3,403
<b>Total expenditure</b>		<b>5,662</b>	<b>3,403</b>
<b>Net expenditure</b>		<b>(442)</b>	<b>(158)</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		9,249	9,407
<b>Total funds carried forward</b>	7	<b>8,807</b>	<b>9,249</b>

The notes on the accompanying pages form part of the financial statements.

**Fleetville Swing Band**  
**Balance sheet at 31 August 2024**

	Note	31 August 2024	31 August 2023
		£	£
<b>Current assets</b>			
Debtors	5	876	110
Cash at bank and in hand		7,946	9,194
		<b>8,822</b>	9,304
<b>Creditors:</b> amounts falling due within one year	6	15	55
<b>Net current assets</b>		<b>8,807</b>	9,249
<b>The funds of the charity</b>		£	£
Unrestricted funds:			
General funds	7	7,807	8,249
Designated funds	7	1,000	1,000
<b>Total charity funds</b>	7	<b>8,807</b>	9,249

The notes on the accompanying pages form part of the financial statements.

The financial statements were approved by the members and authorised for issue by the trustees on 15 April 2025 by:

*Matthew Cox*

**Matthew Cox**  
**Chair**

*Helen Evans*

**Helen Evans**  
**Treasurer**

## **1) Principal accounting policies**

### **General information and basis of preparation**

The charity constitutes a public benefit entity as defined by FRS 102. It is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission in England & Wales. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The charity has taken advantage of the small charity disclosure exemption permitted by the SORP and has not presented a statement of cash flows.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### **Preparation of the accounts on a going concern basis**

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The trustees believe that the immediate future of the charity is secure for the next 18 months and is a going concern.

### **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees to further the general objects of the charity and which have not been designated for other purposes.

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

### **Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable the income will be received and the amount can be measured reliably. Income which is subject to conditions before the charity is entitled to the funds, is deferred and not recognised until those conditions are met.

## **1) Principal accounting policies (continued)**

### **Income (continued)**

Donated goods and services are included at the fair value to the charity where this can be quantified and a third party is bearing the cost. In accordance with the Charities SORP (FRS102), no amounts are included in the financial statements for services donated by volunteers.

### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Support costs are the cost of functions that assist the work of the charity but do not directly undertake charitable activity. They include IT and governance costs

### **Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,500 or more are capitalised at cost and depreciated over their estimated useful economic lives on the following straight line basis:

Equipment	20% per annum
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### **Stock**

Stock is valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stock.

### **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

## **1) Principal accounting policies (continued)**

### **Taxation**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010. It therefore meets the definition of a charity for UK corporation tax purposes.

## **2) Income from charitable activities**

	2024	2023
	£	£
Member subscriptions	1,890	2,045
Gift Aid claimed on member subscriptions	1,805	-
Performance fees	1,450	1,200
	<u>5,145</u>	<u>3,245</u>

## **3) Expenditure on charitable activities**

	2024	2023
	£	£
Musical direction & rehearsal costs	2,927	867
Performance costs	1,467	801
Equipment costs	731	1,099
Support costs	537	636
	<u>5,662</u>	<u>3,403</u>

Support costs include insurance, PRS fees where due, marketing, website and other administration, health & safety and compliance costs.

#### **4) Staff and trustees**

The charity does not employ staff. None of the trustees are remunerated and no trustee received reimbursement of expenses incurred in the role of trustee during the period (2023: none).

#### **5) Debtors**

	2024	2023
	£	£
Trade creditors	400	-
Prepayments & accrued income	476	110
	<u>876</u>	<u>110</u>

#### **6) Creditors: amounts falling due within one year**

	2024	2023
	£	£
Accruals & deferred income	-	55
Other creditors	15	-
	<u>15</u>	<u>55</u>

#### **7) Funds**

	General funds	Designated funds	Unrestricted funds
	£	£	£
Balance at 31 August 2023	8,249	1,000	9,249
Net (expenditure) for the year	(442)	-	(442)
Balance at 31 August 2024	<u>7,807</u>	<u>1,000</u>	<u>8,807</u>

General funds are held in the expectation that the costs of musical direction and sourcing musical arrangements will increase in the future.

Designated funds are held for specific purposes relating to the charity's origins as part of a wider community organisation. The Paul Olive Memorial Fund of £500 was established in memory of the band's founder to provide grants for new musical ventures in the Fleetville area of St Albans. The Fleetville Festival Fund of £500 is available to other groups who wish to organise similar community events in the future.

**7) Funds (continued)**

Prior year	General funds	Designated funds	Unrestricted funds
	£	£	£
Balance at 31 August 2022	8,407	1,000	9,407
Net (expenditure) for the year	(158)	-	(158)
Balance at 31 August 2023	<u>8,249</u>	<u>1,000</u>	<u>9,249</u>

**8) Related party transactions**

Helen Evans (trustee & Treasurer) is the Finance Director of Making Music, the UK association for leisure time music groups and a supplier of insurance and membership services to Fleetville Swing Band. Payments of £213 were made to Making Music in 2024 (2023: £450).

**9) Statement of financial activities for the year ended 31 August 2023**

	Unrestricted funds	
	2022/23	2021/22
	£	£
<b>Income from:</b>		
Donations	2,045	2,055
Charitable activities	1,200	1,300
Total income	<u>3,245</u>	<u>3,355</u>
<b>Expenditure on:</b>		
Charitable activities	3,403	2,591
Total expenditure	<u>3,403</u>	<u>2,591</u>
<b>Net (expenditure) / income</b>	<u>(158)</u>	<u>764</u>
<b>Reconciliation of funds</b>		
Total funds brought forward	<u>9,407</u>	<u>8,643</u>
Total funds carried forward	<u>9,249</u>	<u>9,407</u>