



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/1/2023
Period end date

Period start date To 31/12/2023

Charity name: The City of Lichfield Concert Band

Charity registration number: 1170801

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public in the arts and science of music through the provision and promotion of a concert band in Lichfield and surrounding areas.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We are a community concert band providing opportunities for local players to develop their skills through weekly rehearsals leading to regular concerts for the wider community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the Charity Commission information regarding public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The City of Lichfield Concert Band enjoyed a full concert programme of nine well attended events. Three of these events were outdoor free events reaching out to the wider community including Lichfield Proms in the Park which attracts an audience of local residents in their thousands.</p> <p>We maintained and developed further our relationship with other local music groups and venues this year performing in the Coton Centre Tamworth, Lichfield Cathedral and a local primary school which gave opportunities to reach wider and larger audiences including young people.</p> <p>In March we performed at the National Finals Concert Band Festival gaining a platinum award. This gave the band members a valuable experience of performing at a very high standard and also led to representing Lichfield on the national stage.</p> <p>In May we performed at the Garrick theatre Lichfield to a full house which is a prestigious venue attracting local residents families and friends.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See attached accounts for the period. Healthy financial position with assets of approx £14900 in a current and deposit accounts
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have a reserves policy defined to financially cover a period of 12 months expenditure. The current reserve amount necessary is £7500 which would be the amount required for the band to function for a year assuming no income.
Amount of reserves held	Para 1.22	£7500
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No concern

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	CIO constiution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are voted in by the members at the AGM following a proposal and seconded nomination. Chair , secretarry and treasurer appointed internally by the trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The City of Lichfield Concert Band
Other name the charity uses	N/A
Registered charity number	1170801
Charity's principal address	c/o St martins 212 Castlehill Road Stonnall Walsall WS99DB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sylvia Barratt			
2	Sharon Guy	Chair		
3	Samantha Tranchant		01/01/23-22/05/23	
4	Liz Athay		01/01/23-22/05/23	
5	Steve Smith		01/01/23-22/05/23	
6	John Wharton		01/01/23-22/05/23	
7	Wesley Kendrick		01/01/23-22/05/23	
8	Natalie Foster		22/05/23-31/12/23	
9	Tony Orbell		22/05/23-31/12/23	
10	Kit Benham		22/05/23-31/12/23	
11	Carole Share		22/05/23-31/12/23	
12	Lisa Wilson		22/05/23-31/12/23	
13				
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

S M Barratt

S Guy

Full name(s)

Sylvia Mary Barratt

Sharon Guy

**Position (eg Secretary,
Chair, etc)**

Trustee

Date

3rd September 2023

	City Of Lichfield Concert Band - Accounts year end Dec 2023				
	INCOME	Current acc 202	Dep acc 2023	Current A 2022	Dep A 2022
		£	£	£	£
	Subs	£2,385.58		1,883.86	
	LCC Grant	£500.00		500.00	
	HMRC-Gift aid	£555.50		359.75	
	Concerts	£5,812.88		4,114.73	
	Bucket collections	£484.01		693.29	
	Carolling	£0.00		0.00	
	Dinner dance 2023	£418.04		1,959.27	
	Dinner Dance2024	£830.00			
	Raffle	£335.19		188.00	
	Refunds			0.00	
	other-Friends of band, etc			97.50	
	donations	£180.86		60.00	
	TOTAL	11,502.06	6,171.78	9,856.40	8.67
	EXPENDITURE				
	NCB	£890.00		£190.00	
	Dinner Dance costs 2023	£1,890.50		£617.80	
	Choir payment	£739.90		£736.56	
	Honorarium	£2,915.00		2,735.00	
	Guildhall rehearsals	£825.35		911.64	
	Concerts venue hire	£827.80		989.11	
	Wade street rehearsals	£741.00		426.60	
	Deps	£660.00		405.00	
	Insurance/making music	£236.00		239.00	
	PRS	£159.88		108.14	
	Music	£1,102.34		958.69	
	Bank Charges	£75.84		81.02	
	Other-food/flowers	£502.12		252.62	
	Printing/ Advertising	£158.70		123.40	
	Website,	£93.72		112.80	
	Donations	£250.00			
	Refunds	£30.00		<u>20.00</u>	
	equipment-	£1,247.20		<u>320.53</u>	
	Transfer to deposit Acc	6,000.00			0
	TOTAL	£19,345.35		£9,227.91	
	Cashbook balance at start of year	£10,574.72	£5,976.03	9,946.23	5967.36
	plus receipts since then	£11,502.06	£6,171.78	9,856.40	8.67
	less total payments / transfers	£19,345.35		9,227.91	
	Cashbook balance at end of year	2,731.43	12,147.81	10,574.72	5976.03
	Bank balance at end of year	£2,731.43	£12,147.81	10,574.72	5976.03
	minus payments not yet cleared				
	adjusted balance at end of year				
	john wharton Jan 2024				
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