



# Havering Music Makers

## Annual Report

### 2023-2024



Trustees' Annual Report for the period:  
September 2023 – 31 August 2024  
(Registered Charity 3 Jan 2017)



Havering Music Makers

Charity registration number: 1170955

# Summary of Objectives and Activities

## **Purpose as defined in our Constitution:**

The object of the Society is to advance public education in Havering, the surrounding boroughs, Essex and Greater London through the presentation and promotion of musicals, concerts, operettas and other musical works, drama and plays, and to advance education in the dramatic arts through membership of the Society giving the opportunity to perform to adults and, where appropriate, children of the area.

## **Main activities delivered this year:**

- Production: *come to the Cabaret* at Tweed Way Hall, Romford, 13 – 15 October
- Production: *Play On!* at Tweed Way Hall, Romford, 17 – 20 November
- Production: *Made in Dagenham* at Kenneth More Theatre, Ilford, 15 – 17 February
- Production: *Barnum* at Queen's Theatre, Hornchurch, 11 – 13 July
- Fundraising: raised over £5,000 through fundraising activities and grants including raffles and refreshments during productions, quiz nights and Open Mic nights.

**The trustees confirm that the operation and management of the charity has been in line with the policies as set out by the Charity Commission on public benefit.**

## Key Achievements – Productions

### Come to the Cabaret

**13 – 15 October**

*Concept / Director – Sam Knight*

*Musical Director – Sam Knight/Freddie Cossey*

*Choreographer – Emma Butler*

*Ticket Sales – 100%*



This was a great opportunity for two of our newer members to make their debut as Director and Musical Director and they approached the challenge with gusto!

We were treated to some spectacular West End songs, both old and new, performed in large groups, small groups, trios, duets and solos. There was something for everyone and the audiences lapped it up!

The original concept was from Sam Knight, but he worked closely with Freddie Cossey to both direct and support with MDing the show, bringing a lot of fun to participants.

Emma Butler did a standout job of involving all abilities in her choreography, producing energetic and entertaining routines that added pizzazz to the performance

Once again, we were able to celebrate the talents of those who are not always fortunate enough to take lead roles in our major productions and show off the amazing strength in depth that we have within the Society.

Ticket sales were higher than previous years, very nearly selling out, and together with limited expenditure and fantastic fundraising through raffle and refreshment sales, we were able to have a surplus of nearly £3,000 on the production

As ever with so many crowd pleasers in the line-up, comments from our faithful audience were positive and they clapped along in all the right places!



*Revolt Children from Matilda*



# Play On!

## 17 – 20 November

*Director – Jackie Lowe*

*Ticket Sales – 45%*

We were keen to build on the success of our first play in 2022 and secured the rights for Play ON, the hilarious story of a theatre group trying desperately to put on a play in spite of maddening interference from the haughty author, who keeps revising the script!

We were lucky enough to have Jackie Lowe, one of our long standing members, to direct the play. Jackie has oodles of experience with both HMM and other companies, but this was her first time directing for us. We also saw the return of members who hadn't performed with us for a while, and some new members, interested in the play.

We didn't expect huge ticket sales as plays are still a new venture and we were pleased with getting 45%. Being able to share the rehearsal venue with *Come to the Cabaret* reduced our costs (and was part of the reason we felt we could do a play) and, again, some fantastic fundraising via raffle and refreshments meant that we had a surplus of just over £1,000 for this production.

The audiences enjoyed what they saw and we had a lovely NODA report. This was very well received and we will continue with plays, subject to securing suitable productions.



# Made In Dagenham

## Kenneth More Theatre

### 15 – 17 February

*Director & Choreographer – Jackie Parry*

*Musical Director – Jamie Bell*

*Ticket Sales – 64%*



In February 2024, HMM presented the musical *Made In Dagenham*. Based on the true story of the 1968 Ford sewing machinists' strike in Dagenham, where women workers fought for equal pay. As Dagenham is local to HMM and Ford employed many of our friends and family members, we were excited at the prospect of bringing this story to life.

The production team for this show was Jackie Parry (Director & Choreographer) and Jamie Bell (Musical Director). Jackie is an HMM member having joined us for *Half a Sixpence* and is an experienced choreographer, although she had never directed for HMM before. We were delighted that Jackie and Jamie agreed to lead the production team, particularly to Jackie who stepped into the Director's shoes at short notice.

Again, despite superb efforts by our publicity team, we struggled to sell tickets for the show, with 64% sold. This was disappointing as we had hoped the local history would boost sales and it isn't clear why this lovely theatre struggles to fill seats. We were fortunate to have sponsorship from a local business which helped with some funding and we managed a surplus of £2,650 on this show.

As in the past, members of the Society not performing in the show operated the lighting and follow spots, as we continue to give opportunities to our members to learn new technical skills.

As always, we had a review from the District representative of the National Operatic and Dramatic Association (NODA) which was excellent. This also led to us receiving another London Regional awards – for Best Female Character in a Musical (*Made in Dagenham*) going to our very own Ami Harman-Robinson, who played the feisty Rita. We were so proud to be winners of an award from all of the Societies across London again and, of course, of Ami.



*Some of our Ford workers.*

# Barnum

## Queen's Theatre

### 11 – 13 July

*Director – Luke Coldham*

*Musical Director – Clare Benson*

*Choreographer – Emma Butler*

*Ticket Sales – 78%*



The production for July was *Barnum*. Described as a joyful and moving musical portrait of the 19<sup>th</sup> century's greatest showbiz legend, Barnum is a colourful, dynamic spectacle with heart.

We recruited two new members of the production team: Luke Coldham as Director, and Clare Benson as Musical Director, both have plenty of experience with other companies in Essex. We also welcomed back Emma Butler as our seasoned choreographer.

We certainly took our audience to the circus! The cast attended circus workshops to learn a plethora of new skills, including juggling, wobbly bicycle, unicycle and stilt walking! Our Barnum learned to walk the tightrope, and we engaged with a circus skills company to perform fire eating, stilt walking and other tricks both on stage and in the theatre foyer.

This was a costly show to put on, but well worth it as cast and crew will remember it fondly. It sold very well achieving almost 80% ticket sales and as usual our Front of House volunteers worked their socks off selling programmes and Raffle tickets.

We received fabulous feedback from audience members and another brilliant NODA review, with Helen Wach receiving a District Award for best Cameo in a musical, Jake Merritt receiving the Regional award for Best Male Character in a musical and the company receiving the Regional award for Best Chorus work in a play or Musical.

We are so proud of all involved.



Our wonderful Barnum cast

## **Key Achievements – Fundraising**

With fundraising resource among the trustees and enthusiasm and support within the Membership, we had a very successful year of fundraising. Here are the highlights:

### **Grants and Trusts:**

We were able to get a £1,000 grant from Green Mountain and we were able to get sponsorship for *Made In Dagenham* as noted earlier.

### **Community and Events:**

We held two quiz nights and another two Open Mic Night events. These proved to be an excellent source of fundraising for the society, including raffles. These events raised £1,725 between them. We also hold raffles at all of our shows, which is a great way of raising funds. Across our four productions this year, we raised £1,840 in this way. We also raised just over £750 selling refreshments at productions.

### **Individual Giving and Affiliate Income:**

We have continued to receive affiliate income from easyfundraising totalling £123.50. We also received miscellaneous donations (including Give As You Earn) totalling just over £1,700.

The fundraising and grants total (minus donations) for the year was **£5,438**.



## Financial Review

### Summary of Finances:

The charity recorded a surplus over the 2023/24 financial year of £10,419 (on a cash or “Receipts and Payments” accounting basis – it was a surplus of £7,868 on an accruals basis, which is used to report to Trustees). In term of our productions, the contributions were from a surplus on *Come To The Cabaret* of £2,890 (mainly due to good ticket sales and strong raffle and refreshment sales), a surplus of £1,011 on *Play On* (for similar reasons), a surplus of £2,645 on *Made In Dagenham* (mainly due to sponsorship and reasonable, if not amazing, ticket sales) and a deficit of £(4,514) on *Barnum* (this was due to the high costs of such a show and ticket sales being lower than would be needed to make a surplus). Otherwise, the key contributors were donations of £1,730, £2,385 in membership contributions alongside the fundraising total detailed in the previous section. Otherwise there were general running costs of just over £1,000 and we also purchased additional radio microphones.

### Reserves:

Havering Music Makers does not have an explicit reserves policy. Funds are retained within the charity in order to create a buffer to offset potential losses on activities. Productions are incredibly dependent on the level of ticket sales that we can achieve, with poor sales leading to losses of up to £10,000 in the past (but could be much higher given rising costs). We therefore retain funds where possible to ensure our continued ability to promote the musical arts and provide performance and education opportunities to the people of Havering and surrounding boroughs, in line with our objectives.

## Structure, Governance and Management

The charity is governed by its Constitution, which is provided to all members when they join and is available upon request for non-members.

The trustees are selected at the Annual General Meeting (October annually). Each trustee must receive two nominations in order to stand. If there are more than 10 people who wish to become trustees in any one year, then this is put to a members vote at the AGM. 28 days’ notice is given of the AGM to all existing members, Patrons and Vice Presidents.

The offices of Chairman, Vice-Chairman and Secretary are elected in the same way.

## Reference and Administrative Details (for the financial year)

Charity name: Havering Music Makers

Other name the charity uses: HMM

Registered charity number: 1170955

Charity's principal address: 26 Redden Court Road, Romford, Essex, RM3 0XA

Trustee name	Office (if any)
Paula Brett	Chair
Nick Ford	Treasurer
Jason Markham	-
Freddie Cossey	Members' Representative
Gemma Marks	Members' Representative

## Declaration on behalf of trustees

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Nick Ford

Paula Brett

Position(s)

Treasurer

Chair

Date

28<sup>th</sup> June 2025

28<sup>th</sup> June 2025

## Appendices

1. Full Accounts
2. Independent Examiner's Report

HAVERING MUSIC MAKERS FINANCIAL ACCOUNTS FOR THE FINANCIAL YEAR END 31st AUGUST 2024

SUMMARY FOR YEAR TO DATE

as at 31 August 2024

SOCIETY'S BOOKS			BANK ACCOUNTS		
Balance at 31st August 2023	£53,738.49		Cash	£1,472.77	
Balance at 31st August 2023 exc. Hardship Fund	£53,673.49		Co-op	£57,837.06	
Prior Year Adjustments (Note 1):	Nil				
True position as at 31st August 2023:	£53,738.49		TOTAL per bank statements at 31 August 2024:	£59,309.83	
True position as at 31st August 2023 exc. Hardship Fund:	£53,673.49				
ACTIVITIES THIS YEAR:			PLUS Debtors (Note 2):		
1. Miscellaneous Account	£5,764.97	Jul-24	Aug-23	PLUS Prepayments (Note 3):	£2,901.70
1a. Hardship Fund	£70.00	£4,717.93	£8,950.74	LESS Creditors (Note 4):	£70.00
2. Come To The Cabaret	£2,889.74	£70.00	£15.00	LESS Accruals (Note 5):	£535.00
3. Play On!	£1,011.72	£2,889.74	£2,190.29		
4. Made In Dagenham	£2,645.34	£1,011.72	£1,481.75		
5. Barnum	(£4,513.73)	£2,645.34	(£4,249.00)		
Net cash surplus for the year:	£7,868.04	(£4,303.73)	£5,890.07		
True position as at 31 August 2024:	£61,606.53	£7,031.00	£14,278.84	TOTAL to reconcile to society's books:	£61,606.53
Net cash surplus for the year exc. Hardship Fund:	£7,798.04	£60,769.49	£53,738.49		
True position as at 31 August 2024 exc. Hardship Fund:	£61,471.53	£6,961.00	£14,263.84		
		£60,634.49	£53,673.49		

1. PYA: None  
2. Debtors: None  
3. Prepayments: *Neighbourhood Watch* script purchase (£112.90); *Neighbourhood Watch* admin charge for refunded royalties deposit (£30); *Wind In The Willows* royalties deposit (£750); *Shrek* royalties deposit (£500); *Steaming* royalties deposit (£388.80); and rehearsal accommodation for *Does It Show Again?* (£1,120)  
4. Creditors: Harold Hill hall invoice for *Barnum* rehearsal (£70)  
5. Accruals: HMM Membership 2024/25 (£255); *Does It Show Again?* show fees (£160); ticket sales for *Does It Show Again?* and *Steaming* (£200)

1. Miscellaneous Account

as at 31 August 2024

Expenditure			Income		
Subscriptions					
NODA y/e 31-Mar-25	£245.00	11%	30%	£2,385.00	Membership
HAC y/e 31-Mar-25	£32.00	1%	7%	£591.80	Social events
Insurance y/e 21-Jun-22	£351.75	16%	8%	£648.00	Open Mic Night (Sept)
Social events			8%	£648.50	Quiz Night (November)
Open Mic Night (Sept)	£177.25	8%	7%	£586.00	Open Mic Night (March)
Quiz Night (November)	£164.33	8%			Quiz Night (May)
Open Mic Night (March)	£254.80	12%			Fundraising
Quiz Night (May)	£153.46	7%	13%	£1,000.00	Grants received
Card reader / PayPal transaction fee	£44.22	2%			HAC Printing & Transport Grant
Storage	£82.30	4%	1%	£55.00	Costume sales
Postage & stationery	£141.99	6%	2%	£123.50	Affiliate income
Miscellaneous			22%	£1,732.01	Charity donations
Cool Bag	£15.99	1%			Miscellaneous
Raffle books	£13.99	1%	2%	£185.00	Payment from Redbridge Theatre Guild
Radio mics	£330.83	15%			
Gifts	£47.97	2%			
Website	£83.96	4%			
Donation	£50.00	2%			
Expenditure	£2,189.84	100%	100%	£7,954.81	Income
Surplus	£5,764.97				
	£7,954.81			£7,954.81	

1a. Hardship Fund

Expenditure			Income		
Membership fees subsidised	£30.00	1%	100%	£100.00	Donations
Show fees subsidised					
Outgo from the Fund	£30.00	1%	100%	£100.00	Income to the Fund
Change in value of the Fund over the year	£70.00				
Total value of the Fund	£135.00				

[illegible]



3. Play On!									
as at 31 August 2024									
<u>Expenditure</u>					<u>Income</u>				
Hire of hall	£600.00	40%	69%	£1,720.25	Ticket sales				
Costumes					[180 (45%) tickets sold]				
Rehearsal accommodation	£140.00	9%	4%	£100.00	Show fees				
Script purchase	£132.88	9%	4%	£100.00	Script sales				
Royalties	£331.20	22%	16%	£396.10	Refreshments [£2.2 spend per ticket sold]				
Scenery & Props (inc transport)	£181.23	12%	7%	£180.00	Raffle [1 per 1 tickets sold]				
Publicity									
Publicity printing	£23.02	2%							
Miscellaneous									
Temporary Event Licence	£21.00	1%							
Refreshments	£6.00	0%							
PayPal fees	£49.30	3%							
<b>Expenditure</b>					<b>Income</b>				
<b>£1,484.63</b>					<b>£2,496.35</b>				
<b>Surplus</b>									
<b>£1,011.72</b>									
<b>£2,496.35</b>					<b>£2,496.35</b>				

**HAVERING MUSIC MAKERS FINANCIAL ACCOUNTS FOR THE FINANCIAL YEAR END 31st AUGUST 2024**

#### 4. Made In Dagenham

as at 31 August 2024

### Expenditure

**Income**

[illegible]

HAVERING MUSIC MAKERS FINANCIAL ACCOUNTS FOR THE FINANCIAL YEAR END 31st AUGUST 2024

5. Barnum					
as at 31 August 2024					
Expenditure			Income		
Hire of Queen's Theatre (inc. additional technicians)	£13,151.78	32%	92%	£33,946.20	Ticket sales
Box office credit card commission	£1,194.76	3%			(78% tickets sold)
Royalties	£6,087.56	15%	4%	£1,310.00	Show fees
Lighting (hire, design and operation)	£2,385.50	6%	0%	£130.00	Score hire
Sound design, operation and hire	£1,792.36	4%	2%	£611.00	Raffle (1 per 2.6 tickets sold)
Scenery	£6,561.60	16%	2%	£582.00	Programme sales (1 per 8.2 tickets sold)
Props	£20.00	0%	0%	£150.00	Programme adverts
Costumes & Wigs	£8.00	0%	0%	£8.00	Programme messages
Band	£1,920.00	5%			
Director	£1,500.00	4%			
Musical Director	£1,300.00	3%			
Choreographer	Nil				
Rehearsal accommodation	£1,940.00	5%			
Accompanist	£120.00	0%			
Publicity					
Mailshot postage and stationery	£783.37	2%			
Flyer printing	£58.62	0%			
Banner and poster printing	£58.10	0%			
Programme printing	£337.73	1%			
Hire of scores/libs/band parts	£751.55	2%			
Miscellaneous					
Crew	£780.00	2%			
Circus skills workshop	£500.00	1%			
	Expenditure £41,250.93			£36,737.20	Income
				£4,513.73	Loss
	£41,250.93			£41,250.93	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Havering Music Makers

No (if any)  
1170955

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/09/2023	To	Period end date 31/08/2024
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### 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 £
<b>A1 Receipts</b>					
Voluntary receipts	8,126	100	-	8,226	13,869
Activities for generating funds (trading)	9,970	-	-	9,970	6,786
Investment dividends / interest	-	-	-	-	-
Charitable activities	55,547	-	-	55,547	58,752
Other receipts	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>73,643</b>	<b>100</b>	<b>-</b>	<b>73,743</b>	<b>79,406</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>73,643</b>	<b>100</b>	<b>-</b>	<b>73,743</b>	<b>79,406</b>
<b>A3 Payments</b>					
Cost of generating voluntary receipts	142	-	-	142	110
Fundraising costs (trading activities)	3,489	-	-	3,489	4,306
Investment management costs	-	-	-	-	-
Costs of charitable activities	59,592	30	-	59,622	63,582
Governance costs	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>63,223</b>	<b>30</b>	<b>-</b>	<b>63,253</b>	<b>67,998</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>63,223</b>	<b>30</b>	<b>-</b>	<b>63,253</b>	<b>67,998</b>
<b>Net of receipts/(payments)</b>	<b>10,419</b>	<b>70</b>	<b>-</b>	<b>10,489</b>	<b>11,409</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>48,755</b>	<b>65</b>	<b>-</b>	<b>48,820</b>	<b>37,412</b>
<b>Cash funds this year end</b>	<b>59,175</b>	<b>135</b>	<b>-</b>	<b>59,310</b>	<b>48,820</b>



## 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	Co-op current account	57,702	135	-
	Cash in hand	1,473	-	-
		-	-	-
	<b>Total cash funds</b>	<b>59,175</b>	<b>135</b>	<b>-</b>
	(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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Paula Brett	16/10/2024
	Nick Ford	16/10/2024

## **Report to the Trustees and Members of Havering Music Makers**

### **To the members of Havering Music Makers**

This report on the accounts of HMM for the year ended 31<sup>st</sup> August 2024, which are attached, is in respect of an examination carried out on the books and records provided to me by the Treasurer of the charity.

### **Respective responsibilities of the Committee and the Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Matt Pinnock, JP, MSci, FCPFA, CMathMIMA.  
11<sup>th</sup> February 2025