



Surrey Hills International Music Festival

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

For the year ended

30 September 2023

Charitable Incorporated Organisation (CIO) number 1171264

Surrey Hills International Music Festival

REFERENCE AND ADMINISTRATION DETAILS

CIO name	Surrey Hills International Music Festival	
CIO number	1171264	
Principal office	The Lodge Upper Street Shere Surrey GU5 9JA	
Trustees	Julia Pearson Gary Lloyd Henry Pearson George Burnett Lyn Litchfield Cindy Peck	Chairman
Committee	Julia Pearson Gary Lloyd Patricia Jubert Henry Pearson Wu Qian George Burnett Lyn Litchfield Cindy Peck	Chairman Treasurer Secretary and Friends' Administrator Adviser on Governance and IT matters Artistic Director
Festival Management Services	Tracy Lees	
Bank	Lloyds Bank plc	

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Trustees' Report for the year to 30 September 2023

1. About the Festival

The Surrey Hills International Music Festival (SHIMF) is a Charitable Incorporated Organisation (CIO) with Registered Charity No. 1171264.

The address of the Festival is:

The Lodge
Upper Street
Shere, Guildford
Surrey, GU5 9JA

The Festival was founded by international pianist Wu Qian, our Artistic Director, and co-founded by professional musician and entrepreneur Tessa Marchington.

The Trustees during the year to 30 September 2023 were:

Mrs Julia Pearson	Chairman
Mr Gary Lloyd	Treasurer
Dr Henry Pearson	Adviser on Governance and IT matters
Mr George Burnett	
Mrs Lyn Litchfield	
Mrs Cindy Peck	

2. The Festival's management structure

SHIMF is run daily by a Management Committee, which meets regularly and comprises the Festival Trustees, Wu Qian (Artistic Director) and Patricia Jubert (Committee Secretary). Until August 2023, Isabel Dawson (provided by Roseland Services Ltd) continued as the paid part-time Festival Manager. In early September 2023, Tracy Lees took over from Isabel Dawson as Festival Manager. The Festival Manager also attends Management Committee meetings.

The Festival is very grateful for Isabel Dawson's loyal, energetic, and expert services over her five-year tenure in the Festival Manager position and the practical and professional way she handed the role to Tracy.

3. The Festival's activities and objectives in the year

The Festival has brought world-class artists to perform annually in intimate venues in the Surrey Hills and surrounding area for the past 14 years. It is seen by many of its regular audience as a highlight of their musical calendar. A vital adjunct is providing young and emerging artists with performance opportunities, supporting the teaching of violin or cello to whole-year groups at two local primary schools and promoting a biennial Composition competition for Surrey-based students aged 18 or younger.

The withdrawal of Investec Wealth & Investment as the headline sponsor in August 2022 posed the Festival with the challenge of developing a fund-raising programme. The campaign was started with a reception and exclusive piano performance by Artistic Director Wu Qian and Festival favourite Juho Pohjonen held at the Chairman's home on 29 November 2022. The campaign aimed to develop new corporate sponsors and individuals to support concerts or individual artists to replace the sponsorship of Investec. The fundraising efforts in 2023 were successful in replacing a significant fraction of the Investec W&I sponsorship with several smaller donations from both companies and individuals.

October 2022 saw the final element of the Festival's celebration of the 150th anniversary of the birth of Surrey composer Ralph Vaughan Williams (RVW), with a talk at the Watts Gallery by celebrated historian and biographer Simon Heffer on the life and influence of RVW, followed by a dinner with Simon Heffer.

The very well-attended 2023 season was launched on Tuesday, 2 May, with a Young Artists' concert in the Stone Hall at West Horsley Place with the first of two sold-out Pilgrims' Guided Walks beforehand. Allianz Musical Insurance, our 2023 Young and Emerging Artists Sponsor, supported the concert. Then, the Coronation weekend saw the return of *Tenebrae* to Holy Trinity, Guildford, to perform sacred choral works by Bach and Macmillan on Friday, 5 May. This was followed on Sunday, 7 May, by the Julian Bliss Quintet, a jazz ensemble, presenting some of the greatest Hollywood tunes from the 1930s to the present day in the Garden Room in the stunning RHS Hilltop building at Wisley.

The second week of the Festival, Tuesday, 9 May, saw the second Lunchtime Young Artists' Concert and Pilgrims' Walk, centred on the Norman church of St James in Shere. This featured students from the Menuhin School and again was sponsored by Allianz Musical Insurance. The final two concerts were held at the Menuhin Hall with the return of the cello and piano duo Gary Hoffman and Wu Qian on Thursday, 11 May. The Festival Finale on Saturday, 13 May, featured the Sitkovetsky Trio & Friends playing Beethoven and Dvořák. This performance was in conjunction with our publicity partners, The Arts Society in Surrey.

An essential element of the Festival's charitable support is the continuing String Scheme administered by the Royal Grammar School Guildford. The Scheme, to which the Festival contributes up to £4,000 per annum, provided violin and cello tuition to year four pupils at three Guildford primary schools under the expert tuition of professional music teachers. The Scheme has created a string orchestra of pupils from years 5 and 6 who decide to continue learning. Recognising its tremendous success, the String Scheme has been restructured from the 2023-24 academic year onwards. Boxgrove School and Sandfields are, for the first time, providing some of the funding from their budgets to supplement the support from SHIME. The third primary school, St Thomas of Canterbury, has decided to create and fund their own music programme to replace their element of the String Scheme.

A ticketed reception and concert by Wu Qian and Italian clarinettist Tommaso Lonquich was held on 10 November 2023 to kick off the fundraising campaign for the 2024 season—an associated online and live auction of donated prizes raised over £3,000.

4. Financial review and statement on reserves

The Festival carefully manages its budgets, as ticket sales only sometimes cover concert costs. The Committee members serve voluntarily and for no remuneration and are

expected to pay for their attendance at the Festival and subscribe as Friends or higher-level supporters of the Festival.

With careful husbandry and the generosity of sponsors, Friends and other donors, the Festival's financial position has improved during the year to 30 September 2023, with a net increase in Unrestricted funds of £14,954 and a reduction in Restricted funds by £1000 to zero.

Principal sources of funds were:

- Corporate sponsors (Allianz Musical Insurance, Maybrook Properties, Croudace Homes, and RBC Brewin Dolphin) provide a total of £8,500, and seven other companies provide a total of £3,500.
- Individual sponsorship of artists and concerts.
- Contributions from Festival Friends, the Director's Circle and Circle of Angels.

The principal expenditure has been concert advertising and promotion, the String Scheme, and the cost of £14,640 for the Festival Manager. Governance costs consisted entirely of necessary expenses incurred during committee duties and the cost of the Festival Manager.

Consistent with the Festival's policy of retaining sufficient cash reserves to act as working capital for each year's activities and as a buffer against uncertainties in sponsorship income, an Unrestricted balance of £91,002 has been carried forward as of 30 September 2023.

5. The outlook for the future

The Surrey International Music Festival continues to be a much-loved local event with an increasing audience base. We look forward to an exciting future with a rising profile on the national scene, enthusiastic audiences, and exciting programming for the seasons to come. At the same time, we will maintain our focus on the importance of commissioning new works by established composers, encouraging the next generation of composers, providing performance opportunities for emerging musicians and supporting music education in local schools.

2024 sees the Festival celebrate its 15th season with a beautiful programme of concerts, kicking off on Tuesday, 7 May, with a guided walk and talk with music for soprano, theorbo and viola da gamba at West Horsley Place with music historian Anna Beer and The Portrait Players. Thursday, 9 May, will see the Sitkovetsky Trio with Sharon Kam and Friends perform at the Menuhin Hall, Cobham, with a world premiere by Huw Watkins and a pre-concert talk by Kate Kennedy. On Saturday, 11 May, an evening of chamber music, including Mendelssohn's Octet, will be presented at RHS Garden Wisley.

The second week starts on Monday, 13 May, at St Michael's Church, Betchworth, a new venue for the Festival, with a guided walk and Young Artists Concert performed by students from Yehudi Menuhin School. Thursday, 16 May, sees the Piano Extravaganza, a spectacular evening of music for two pianos at the Menuhin Hall, Cobham, including the winning entry in the SHIMF 2024 Young Composer Competition. The finale is on Saturday, 18 May, with Dame Sarah Connolly and the English Concert at Holy Trinity Guildford performing arias and orchestral music by Bach and Handel.

Surrey Hills International Music Festival

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE FINANCIAL STATEMENTS OF THE CHARITY For the year ended 30 September 2023

I report on the accounts of the charity for the year ended 30 September 2023, which are set out on pages F1 to F4.

Respective responsibilities of trustees and 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 you as 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

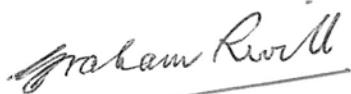
In connection with my examination, no matter has come to my attention:

(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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have 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.



GJ Revell ACIB

8 January 2024

Fairview, Pilgrims Way, Westhumble, Surrey RH5 6AP

Surrey Hills International Music Festival

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30 September 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Incoming resources	1				
<i>Incoming resources from charitable activities</i>					
Concert ticket sales		32,820	0	32,820	26,117
Programme sales & advertising revenues		1,228	0	1,228	1,185
Merchandise sales		162	0	162	30
Contributions from Friends		4,890	0	4,890	3,670
Contributions from Director's Circle		3,350	0	3,350	4,700
Contributions from Circle of Angels		2,000	0	2,000	0
<i>Incoming resources from generated funds</i>					
Sponsorship & other donations		29,563	0	29,563	39,107
Grants		8,100	0	8,100	13,100
Income tax recoverable through Gift Aid		6,842	0	6,842	1,743
Total incoming resources		88,955	0	88,955	89,652
Resources expended					
<i>Charitable activities</i>					
Concert performers' fees		21,349	0	21,349	37,990
Hire of concert venues & instruments		14,992	0	14,992	6,005
Ticket agent sales commission & website fees		3,554	0	3,554	2,917
New commissioned work		0	0	0	0
Promotion, advertising & programme costs		8,401	0	8,401	15,135
Concert food, drink & other costs		780	0	780	2,384
Support of Strings Scheme in Schools		8,856	0	8,856	9,400
Young Composer Awards		0	0	0	850
<i>Governance costs</i>		17,069	0	17,069	15,396
Total resources expended		75,001	0	75,001	90,077
Net incoming/(outgoing) resources and net movement in funds		13,954	0	13,954	(425)
Transfers		1,000	(1,000)	0	0
Fund balances brought forward		76,048	1,000	77,048	77,473
Fund balances carried forward		91,002	0	91,002	77,048

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The notes on page 4 form part of these financial statements.

Surrey Hills International Music Festival

BALANCE SHEET

As at 30 September 2023

	Notes	2023		2022	
		£	£	£	£
Current assets					
Debtors & prepayments	3	12,771		2,743	
Cash at bank		<u>79,928</u>		<u>84,733</u>	
		92,699		87,476	
Creditors falling due within one year					
Creditors & accruals	4	(1,697)		(10,428)	
Net current assets/(liabilities)			91,002		77,048
Total assets less current liabilities			<u>91,002</u>		<u>77,048</u>
Capital & reserves					
Restricted income funds			0		1,000
Unrestricted income funds			91,002		76,048
Total charity funds	5		<u>91,002</u>		<u>77,048</u>

The notes on page F4 form part of these accounts.

The financial statements were approved by the trustees on 12 January 2024.



Julia P Pearson

Chairman of trustees on behalf of the trustees

Surrey Hills International Music Festival

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2023

1 Accounting policies

Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). They comply with the 2005 Statement of Recommended Practice for Accounting and Reporting by Charities. Charitable status was granted on 20 February 2012. The Festival became registered as a Charitable Incorporated Organisation (CIO) on 24 January 2017 and all activities of the previous charity were absorbed into the CIO with effect from that date.

Incoming resources

Incoming resources are accounted for when the charity has entitlement to the funds, certainty of receipt and the amount is measurable. Income is generated principally from the sale of tickets, programmes and refreshments at the festival concerts, together with donations from the Friends of the Surrey Hills International Music Festival and other donors and sponsors.

Fund accounting

Unrestricted funds are available to use to further any of the purposes of the charity. Designated funds are unrestricted funds which have been set aside to fund particular future activities of the charity. Restricted funds are donated for particular areas of the charity work or for specific projects.

Resources expended

Resources expended are recognised once there is a legal or constructive obligation to make a payment to a third party. The costs of each category of charitable activity are the direct costs of that activity, including any attributable VAT that cannot be recovered. Governance costs include all costs of compliance with constitutional and statutory requirements, including legal fees, insurance, the costs of meetings and other administrative support costs.

2 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

3 Debtors

	2023	2022
	£	£
Gift Aid recoverable	6,841	1,743
Advance on commissioned work	5,000	0
Sundry debtors & prepayments	930	1,000
	<u>12,771</u>	<u>2,743</u>

4 Creditors falling due within one year

	2023	2022
	£	£
Creditors & accruals	1,697	10,428
	<u>1,697</u>	<u>10,428</u>

5 Charity funds

	Unrestricted funds	Restricted funds	Total	Total
	£	£	2023	2022
	£	£	£	£
Closing balances made up as follows:				
Net incoming/(outgoing) resources	91,002	0	91,002	76,048
Restricted funds brought forward:				
Commissioned work	0	0	0	1,000
	<u>91,002</u>	<u>0</u>	<u>91,002</u>	<u>77,048</u>