



# **TEWKESBURY TOWN BAND**

(Re-established 1974)

**ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
31<sup>st</sup> MARCH 2021**

**Charity Commission Number: 1171327**

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# **TEWKESBURY TOWN BAND**

**(Charitable Incorporated Company Registered Number: 1171327)**

**Annual Report and Accounts**

**For the year ended 31<sup>st</sup> March 2021**

## **ADMINISTRATIVE INFORMATION**

**Status:** Charitable Incorporated Organisation  
Registered Number: 1171327

**Vice Presidents:** Mrs. Martin  
Mr. M. Kean-Price  
Mr. R. Workman  
Mrs. B. Ellis

**Musical Director:** Andrea Price

**Training Band Leader:** Helen Walters

**Trustees:** Nigel H Morgan  
Hadrian C Walters  
Martin E J Cullwick

<b>Management Committee:</b>	Mark Farey	Chairman
	Sue Corrigan	Secretary
	Sue Wilmot	Treasurer
	Amanda Cross	
	Martin Cullwick	
	Linda Lee	
	Christine Poole	
	Helen Walters	
	Derinda Wildman	

**Correspondence address:** The Secretary  
Tewkesbury Town Band  
c/o 18 Jubilee Close  
Cam  
Dursley  
Glos.  
GL11 5JQ

**Bankers:** Yorkshire Bank  
5 Northgate Street  
Gloucester  
GL1 2AH

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## **TRUSTEES' ANNUAL REPORT**

The Trustees present their annual report together with accounts for the year ended 31<sup>st</sup> March 2021.

The Charitable Incorporated Organisation (CIO) 1171327 was registered on 26<sup>th</sup> January 2017, to take forward the work of the Unincorporated Association known as Tewkesbury Town Band. All the assets, liabilities and funds were transferred with effect from 1<sup>st</sup> April 2017.

### **Administration**

The Tewkesbury Town Band is a Charitable Incorporated Organisation (CIO) solely registered with the Charity Commission, number 1171327. It is administered and managed in accordance with its Constitution, dated 7<sup>th</sup> January 2017. The CIO's annual reports are published on the Charity Commission web site.

### **Objects**

The principal objects of the band are:

- to advance education in music for the public benefit within, in particular, though not limited to, Tewkesbury and the surrounding area;
- to encourage and advance education and training of persons in the playing of brass band instruments;
- and, to form and run a brass band and a training brass band composed of such persons.

### **Trustees and Members of the Management Committee**

#### ***Trustees***

The Trustees appointed to the Charity and who served throughout the year were as follows:

Nigel H Morgan  
Hadrian C Walters  
Martin Cullwick

#### ***Management Committee***

The members of the Management Committee, who served throughout the year were as follows:

Mark Farey	<i>Chair</i>
Sue Corrigan	<i>Secretary</i>
Sue Wilmot	<i>Treasurer</i>
Martin Cullwick	Amanda Cross
Linda Lee	Christine Poole
Helen Walters	Derinda Wildman

Each year one third of the Trustees and one third of the Management Committee are required to retire at the Annual General Meeting but may seek re-election at that meeting. Due to the Covid-19 pandemic outbreak, no AGM was held during 2020.

### **Activities and Achievements**

In exercising their duty, the Charity Trustees have reviewed that all of their activities have due regard to public benefit guidance published by the Charity Commission.

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***Membership***

Playing membership at 31<sup>st</sup> March 2021 was 55 (2020: 55) and as follows:

Senior Band:	30 (2020: 30)
Intermediate Band:	22 (2020: 22) (including 7 who now also play with the Senior Band)
Beginner Band:	24 (2020: 24) (including 16 who now also play for the Intermediate Band)

All members in the Senior band who pay membership subscriptions are eligible to vote.

***Concerts***

During the year the bands performed on 0 (2020: 39) separate occasions.

***Senior Band:***

Within Tewkesbury	0 (2020: 14)
Other venues	0 (2020: 7)

***Training Band:***

Within Tewkesbury	0 (2020: 11)
Other venues	0 (2020: 5)

***Musical Director***

The Band was pleased to appoint Andrea Price to the musical director role at the beginning of 2020. Sadly, the Covid-19 pandemic has restricted the actual in person contact that Andrea has been able to have with the Band. She has however been a driving force in maintaining rehearsals in a virtual format, and in outdoor socially distanced formats when the Government restrictions have been sufficiently relaxed to allow this. Andrea has ensured that there has been an adequate supply of music for these rehearsals and introduced the Band to players from the top bands in Britain for inspiration during this unusual period.

Due to her musical prowess, Andrea has been recruited to the Chetham's School of Music in Manchester from the autumn, and the Band wishes her well wherever the music takes her. As a result of this, the Band is once again searching for a replacement for a fantastic Musical Director who will continue the development of the Band and ensure there is high quality musical entertainment for all in Tewkesbury and its wider surroundings.

***Contests***

The Covid-19 pandemic caused competitive banding to be put on hold during the past year. The Band is looking forward to continuing its development and progress towards regaining its place in the Third Section once the Regional competitions commence again; hopefully in March 2022.

***Overseas Friends***

Over the past few decades, the Band has created many wonderful international musical connections and it is unusual for a year to go by where we do not either host or visit a band from another country. During the past year international connections have been restricted but the Band remains optimistic that we will be able to develop our connection with the twin borough of Miesbach in Germany during the summer of 2022, provided the Covid-19 pandemic subsides sufficiently to allow this.

***Training Band***

Our Training Band continues to provide the opportunity for anyone to learn to play and join a band completely free of charge. Two band members dedicate their Friday evenings each week to offer 9 free lessons to learner players. The Beginner Band rehearses once a week and the Intermediate Band twice. The Training Bands currently have 30 members; 23 of which only play with Training Bands, and 7 members who also play in the Senior Band.

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Throughout the past year, due to the restrictions arising from the Covid-19 pandemic the Training Bands performed at 0 engagements (2020: 16 – of which 10 included the Beginner Band). Similar to the Senior Band, rehearsals and some lessons have continued in a virtual way through the commitment of the Training Band leader, Helen Walters, and its tutors. The Training Band is looking forward to the resumption of in person rehearsals in the near future (subject to the continued positive trajectory of the Covid-19 pandemic), and will hopefully soon be able to once again take part in the live performances that provide great opportunities for its members to perform and enjoy entertaining others with the skills they have learnt and the music they make.

### ***Young People's Achievements***

During the past year the opportunities for the young players in the band have been severely restricted due to the Covid-19 pandemic. They are looking forward to renewing their involvement with the various Gloucestershire Youth Music Organisations in the near future to gain wider musical experience.

### ***Safeguarding and Child Protection***

The Band has Safeguarding and Child Protection Policies which have been approved by the Committee. Committee member Derinda Wildman is the Band's designated Safeguarding Officer. In accordance with the Band's Child Protection Policy, all of the band leaders and designated chaperones have Disclosure and Barring Service (DBS) check certificates.

Derinda has been very busy ensuring that the band complies with the Governments Child Performance Licencing legislation. This has had a huge impact on amateur music making organisations such as Tewkesbury Band. The Band, through Derinda, has ensured that our young players are given every protection whilst enjoying their musical pastime. Derinda, Amanda Cross, and Helen Walters have attended the Brass Band England promoted Bandsafe course which is fully accredited by the NSPCC.

### ***Covid-19***

Since March 2020, the Band has been affected by the various regulations and lockdowns implemented by the Government to try and contain the Covid-19 pandemic. This has restricted the opportunities for gathering as a musical group to rehearse, to enjoy each other's company, and to play public performances. The Committee have been working tirelessly to ensure that all the guidance issued by Brass Bands England and the Government are appropriately adhered to; and to adjust to the constantly changing situation.

Derinda Wildman on behalf of the Committee has ensured that risk assessments have been completed and Covid secure environments created for the few occasions that meetings have been possible.

During this time the Musical Director, Andrea Price, and Training Band Leader, Helen Walters, have ensured that the Band has continued to keep in touch and enjoy music making via virtual rehearsals and projects. The Band can only hope that the actions been taken by the Government will bring the pandemic under control and allow us to meet in person during 2021.

### ***Friends of Tewkesbury Town Band***

This is an important support from a loyal following of the band. Our contact with the Friends is currently managed by Katy Morgan. Every member, senior band or training band, is encouraged to seek support for the band through this scheme by parents, grandparents or other family relations.

### **Policies**

The income of the band is applied in furthering the band's general objects, set out above, based upon the decisions of the Trustees and Management Committee.

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The Trustees review the policy on reserves and set targets at least once per annum with reference to the guidance and terminology published by the Charity Commission. The policy is also reviewed, when warranted by changes in risk assessment or business plans. The review includes unrestricted funds, designated funds and tangible fixed assets. Transfers to and from funds are authorised by the Trustees acting as a whole.

The Instrument Fund has been set up as part of an instrument repair and replacement programme, and will be utilised in accordance with the programme.

### **Associations**

The Band is a member of Brass Bands England and the Gloucestershire Brass Band Association and an affiliate member of Making Music. Brass Bands England is the only National Charitable body representing the interests of brass bands in England.

### **Volunteer Help**

No Trustee, Management Committee member, playing member or the Musical Director received any remuneration for their services to the band during the year. The contribution towards the Musical Directors expenses is shown in note 3 to the accounts.

### **Financial Report**

The results for the year are shown in the Statement of Financial Activities on page 9. The gross income from all sources totalled £22,610 (2020: £21,154). The majority of this income relates to government grants received via Tewkesbury Borough Council to support organisations that saw their activities affected by the lockdowns and other impacts of the Covid-19 pandemic. As noted below, the Band is planning to ensure these funds are utilised to strengthen the future of the Band and to take steps to enhance community music and arts in Tewkesbury.

Our running costs amounted to £5,813 (2020: £12,273) resulting in a surplus of £16,797 (2020: £8,881). Of this £3,200 is being transferred to the Designated Instrument Fund to ensure that future funds are available for the replacement of the Band's instruments as they age.

The Band has a healthy balance sheet with reserves totalling £82,261 (2020: £65,464). These are represented by fixed assets of £47,649 (2020: £49,969) and net current assets of £34,612 (2020: £15,495). The cash balances at 31<sup>st</sup> March 2021 stood at £34,171 (2020: £15,056).

The training band had income from its own concerts of £0 (2020: £714), received donations towards instruments and music of £0 (2020: £2,920), and contributed a deficit for the period of £(597) (2020: £2,714).

### **The Future**

As this report is being finalised, we are slowly emerging from the third national lockdown resulting from the Covid-19 pandemic and continue to be restricted in our opportunities to meet as a band for either performance or rehearsal. The Band will continue to follow the guidance and legislation issued by the Government and the specific guidance provided by Brass Bands England as we move forward through 2021.

The Band has recently begun rehearsing in person outside and is optimistic that indoor rehearsals and performances may eventually be possible later in 2021. Sadly, the pandemic has meant that our plans to be involved in the celebrations surrounding two significant anniversaries of our town of Tewkesbury during 2021, the 900<sup>th</sup> Anniversary of the consecration of Tewkesbury Abbey and the 450<sup>th</sup> Anniversary of the Battle of Tewkesbury. There had been plans for a collaboration with Tewkesbury Amateur Dramatic Society and to give a second performance of our 40<sup>th</sup> Anniversary piece 'Images of Tewkesbury'. Hopefully, the town and Band will be able to mark these anniversaries at a later date.

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The Band aims to continue to explore opportunities to work with the Tewkesbury community and other arts organisations from the town in the future. The Band has also been invited to travel to Miesbach in 2022 to mark the 40<sup>th</sup> Anniversary of the Twinning of the Boroughs; having been present at the 20<sup>th</sup>, 25<sup>th</sup>, 30<sup>th</sup>, and 35<sup>th</sup> anniversaries in the past. Accordingly, we have our fingers crossed that the Covid-19 pandemic will have subsided and international travel will once again be possible.

The Band will continue the teaching and progress with both Senior and Training Bands, with the help of band members. The Training Band is the life blood of the Tewkesbury Town Band with 20 of the current 30 members of the Senior Band having come through our Training Band system.

The Band is looking forward to developing its musical future under our new Musical Director and will continue seeking excellent concert venues and engagements, foreign tours and foreign friendships. The Band will continue to be a major amateur music making organisation within Tewkesbury.

**Declaration**

I declare the Trustees have approved the report above and have authorised me to sign it on their behalf.

**Hadrian C Walters, Trustee****7<sup>th</sup> June 2021**



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## Statement of Financial Activities

### For the Year Ended 31<sup>st</sup> March 2021

		Unrestricted Funds 2021 £	Designated Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
	Notes					
<b>Incoming Resources</b>						
Donations and grants	2a	22,369	-	-	22,369	7,944
Members' subscriptions		-	-	-	-	990
Members' contributions		-	-	-	-	2,160
Concerts and engagements	2b	100	-	-	100	9,140
Other	2c	141	-	-	141	920
<b>Total Incoming Resources</b>		<b>22,610</b>	<b>-</b>	<b>-</b>	<b>22,610</b>	<b>21,154</b>
<b>Resources Expended</b>						
Direct charitable expenditure	3a	3,493	-	-	3,493	9,524
Administration and running costs	3b	2,320	-	-	2,320	2,749
<b>Total Resources Expended</b>		<b>5,813</b>	<b>-</b>	<b>-</b>	<b>5,813</b>	<b>12,273</b>
<b>Surplus for the period</b>		<b>16,797</b>	<b>-</b>	<b>-</b>	<b>16,797</b>	<b>8,881</b>
<b>Net movement in funds</b>		<b>16,797</b>	<b>-</b>	<b>-</b>	<b>16,797</b>	<b>8,881</b>
<b>Brought forward</b>		57,045	8,419	-	65,464	56,583
Transfers between funds		(3,200)	3,200	-	-	-
<b>Carried forward</b>		<b>70,642</b>	<b>11,619</b>	<b>-</b>	<b>82,261</b>	<b>65,464</b>

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

The attached notes on pages 11 to 14 form part of these accounts.

**TEWKESBURY TOWN BAND****(Charitable Incorporated Company Registered Number: 1171327)****Annual Report and Accounts****For the year ended 31<sup>st</sup> March 2021****Balance Sheet**  
**As at 31<sup>st</sup> March 2021**

	Notes	Total 2021 £	Total 2020 £
<b>Tangible Fixed assets</b>	<b>4</b>	<b>47,649</b>	<b>49,969</b>
<b>Current assets</b>			
Cash at bank and in hand		34,171	15,056
Prepayments		541	539
		<b>34,712</b>	<b>15,595</b>
<b>Creditors: amounts falling due within one year</b>			
Trade creditors		(100)	(100)
<b>Net current assets</b>		<b>34,612</b>	<b>15,495</b>
<b>Total Net assets</b>		<b>82,261</b>	<b>65,464</b>
<b>Band funds</b>			
General fund	5	70,642	57,045
Designated funds:			
Instrument fund	5	11,619	8,419
Band room fund	5	-	-
<b>Total band funds</b>		<b>82,261</b>	<b>65,464</b>

These accounts were approved by the Trustees at the AGM held on 7<sup>th</sup> June 2021.

**Hadrian C Walters**  
Trustee

**Martin E J Cullwick**  
Trustee

The attached notes on pages 11 to 14 form part of these accounts.

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**NOTES TO THE ACCOUNTS**

**1 Accounting policies**

The principal accounting policies are summarised below.

**Basis of accounting**

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities issued in July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charitable Incorporated Organisation (CIO) 1171327 was registered on 26<sup>th</sup> January 2017, to take forward the work of the Unincorporated Association known as Tewkesbury Town Band. All the assets, liabilities and funds were transferred with effect from 1<sup>st</sup> April 2017.

**Recognition of income**

Income is included in the Income & Expenditure Account when:

- the band becomes entitled to the income;
- the trustees are virtually certain they will receive the income; and
- the monetary value can be measured with sufficient reliability.

**Income with related expenditure**

Where income has related expenditure (for example, own promoted concerts) the income and related expenditure are reported separately, gross, in the Income & Expenditure Account.

**Grants and donations**

Grants and donations are only included when the band has unconditional entitlement to the grant or donation.

**Volunteer help**

The value of any voluntary help received is not included in the accounts.

**Expenditure and liabilities**

Liabilities are recognised on an accruals basis

**Assets:**

**Tangible fixed assets**

Assets acquired from the unincorporated association, Tewkesbury Town Band, at 1<sup>st</sup> April 2017 are recorded at cost less amounts written off at that date in the records of the band. Assets acquired since 1<sup>st</sup> April 2017 are shown at cost less depreciation. No amortisation of buildings until they are occupied.

Depreciation is provided over equal annual instalments as follows:

Instruments	25 years
Leasehold Buildings	Term of the lease (125 years)
Fixtures and Fittings	20 years

**TEWKESBURY TOWN BAND****(Charitable Incorporated Company Registered Number: 1171327)****Annual Report and Accounts****For the year ended 31<sup>st</sup> March 2021****NOTES TO THE ACCOUNTS (continued)****2 Incoming resources**

	Unrestricted Funds 2021 £	Designated Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>a) Donations and grants</b>					
Tewkesbury Town Council	-	-	-	-	600
Covid-19 Related Grants	22,369	-	-	22,369	-
Co-operative Society	-	-	-	-	1,500
Upton Jazz Festival	-	-	-	-	1,250
Bookworm	-	-	-	-	1,000
Cotteswold Dairy	-	-	-	-	500
Other donations and grants	-	-	-	-	3,094
	<b>22,369</b>	<b>-</b>	<b>-</b>	<b>22,369</b>	<b>7,944</b>
<b>b) Concerts and engagements</b>					
Christmas Concerts	-	-	-	-	2,583
Tea Concerts	-	-	-	-	1,150
Other engagements	100	-	-	100	2,337
Training band engagements	-	-	-	-	714
	<b>100</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>6,784</b>
<i>Christmas Collections:</i>					
Morrisons carolling	-	-	-	-	1,601
Tewkesbury Town carolling	-	-	-	-	505
Tewkesbury Sea Cadets	-	-	-	-	50
Bishops Cleeve lights	-	-	-	-	-
Other Christmas Events	-	-	-	-	200
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,356</b>
	<b>100</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>9,140</b>
<b>c) Other income</b>					
Friends of T T Band	-	-	-	-	271
Easyfundraising	121	-	-	121	169
Specific charity collections	-	-	-	-	254
Sundry	20	-	-	20	226
	<b>141</b>	<b>-</b>	<b>-</b>	<b>141</b>	<b>920</b>

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**NOTES TO THE ACCOUNTS (continued)**

	<b>Restricted Funds 2021</b>	<b>Designated Funds 2021</b>	<b>Unrestricted Funds 2021</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>3. Resources expended</b>					
<b>a) Direct charitable expenditure</b>					
Practice rooms rent	120	-	-	<b>120</b>	<b>250</b>
Virtual Rehearsal costs	165	-	-	<b>165</b>	-
Equipment insurance	618	-	-	<b>618</b>	<b>310</b>
Uniforms and tops	-	-	-	-	<b>897</b>
Music	25	-	-	<b>25</b>	<b>514</b>
Musical Director's expenses	2,115	-	-	<b>2,115</b>	<b>975</b>
Guest conductors and players	-	-	-	-	<b>60</b>
Subscriptions and registration	138	-	-	<b>138</b>	<b>243</b>
Performing rights	-	-	-	-	<b>201</b>
Concert costs	-	-	-	-	<b>1,535</b>
Contest costs	-	-	-	-	<b>2,252</b>
Donations of collections	-	-	-	-	<b>254</b>
Training Band costs	72	-	-	<b>72</b>	<b>1,013</b>
Band Safe Training	50	-	-	<b>50</b>	<b>179</b>
Instrument Repairs	-	-	-	-	<b>370</b>
Other costs	190	-	-	<b>190</b>	<b>471</b>
	<b>3,493</b>	-	-	<b>3,493</b>	<b>9,524</b>

**b) Administration and running costs**

Printing, post and stationery	-	-	-	-	<b>90</b>
Utilities	-	-	-	-	<b>328</b>
Depreciation	2,320	-	-	<b>2,320</b>	<b>2,331</b>
	<b>2,320</b>	-	-	<b>2,320</b>	<b>2,749</b>

**4. Tangible Fixed Assets**

	<b>Long Leasehold Property £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Instruments £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 April 2020	20,000	12,879	28,674	61,553
Additions	-	-	-	-
<b>At 31 March 2021</b>	<b>20,000</b>	<b>12,879</b>	<b>28,674</b>	<b>61,553</b>

**Depreciation**

At 1 April 2020	160	644	10,780	11,584
Charge for the year	160	644	1,516	2,320
<b>At 31 March 2021</b>	<b>320</b>	<b>1,288</b>	<b>12,296</b>	<b>13,904</b>

**Net Book Value:**

<b>At 31 March 2021</b>	<b>19,680</b>	<b>11,591</b>	<b>16,378</b>	<b>47,649</b>
At 31 March 2020	19,840	12,235	17,894	49,969

The Band entered into a 125 year lease over the property at Saffron Road for a lease premium of £20,000 and an annual peppercorn rental on 23<sup>rd</sup> June 2019.

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	Unrestricted General Fund £	Designated Funds Band Room Fund £	Instrument Fund £	Total Funds £
Brought forward at 1 <sup>st</sup> April 2019	26,248	21,916	8,419	56,583
Net movements in the year	6,133	1,498	1,250	8,881
Transfers between funds	24,664	(23,414)	(1,250)	-
Carried forward at 31 <sup>st</sup> March 2020	<b>57,045</b>	-	<b>8,419</b>	<b>65,464</b>
Net movements in the year	<b>16,797</b>	-	-	<b>16,797</b>
Transfers between funds	<b>(3,200)</b>	-	<b>3,200</b>	-
Carried forward at 31 <sup>st</sup> March 2021	<b>70,642</b>	-	<b>11,619</b>	<b>82,261</b>

**6 Analysis of net assets between funds**

	Instrument Fund Designated £	General Fund Unrestricted £	Total Funds £
Fixed assets	-	47,649	47,649
Net current assets	11,619	22,993	34,612
<b>Total net assets</b>	<b>11,619</b>	<b>70,642</b>	<b>82,261</b>

**7 Future commitments**

The charity has no commitments to utilise the Designated Instrument Fund within the next year.