



Trustees' Annual Report for the period

Period start date
From 1st January 2024 To 31st December 2024

Section A Reference and administration details

Charity name Bedford Town Band

Other names charity is known by BTB

Registered charity number (if any) 1173181

Charity's principal address 40 Willoughby Close

Gt Barford

Bedford

Postcode

MK44 3LD

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	Mr Paul Riggett	Chairperson	Chair to 18/07/2024	
2	Mrs Victoria Fernand	Treasurer		
3	Mr Geoffrey Gaylor			
4	Miss Karen Nutting			
5	Mr Gerard Atkins			
6	Mr Graeme Down		01/01/2024 -17/11/2024	
7	Mr Steve Gadsden			
8	Ms Alice Muzzlewhite			
9	Mr Alistair Staddon		01/01/2024-18/07/2024	
10	Mr Peter Berrington			
11	Mr Graham Young		01/01/2024-18/07/2024	
12	Mr Gary Summerfield		01/01/2024-04/02/2024	
13	Mrs Rosemary Fisher			
14	Mr Martin Orr	Chairperson	Chair from 18/07/2024	
15	Ms Mollie Muzzlewhite			
16	Ms Avril Reeves			
17	Mr Darren Smith		01/01/2024 – 04/09/2024	
18	Mr David Barlow			
19	Ms Jen Francis		18/07/2024	
20	Mr Daniel Hutchins		18/07/2024	
21	Mr John Bradburn		18/07/2024	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Lloyds Bank plc	34 High St, Bedford, MK40 1SB

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg trust deed, constitution)	Constitution
How the charity is constituted (eg trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg, appointed by, elected by)	Appointed by member vote or Trustee vote and confirmed at AGM.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Bedford Town Band has in place a "Policy for Safeguarding Children and Vulnerable Adults in the Brass Bands". It also has a Bullying and Harassment Policy and an "Equal Opportunities Policy" in place. The Organisation has a Risk Assessment that applies to all rehearsals, engagements and functions. The Organisation is a member of Brass Bands England and a partner of the Bedford Music Hub.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

1. To promote and educate members and the general public in the musical arts with particular reference to music presented by brass bands, by means of concerts, contests and other related activities, keeping the traditions of brass banding in England.
2. To educate members and prospective musicians of all ages in the skills, art and science of music as performed by traditional brass bands.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Appropriately qualified and experienced music professionals are appointed to act as Musical Directors and Conductors of the bands within the organisation. They educate members in the art of playing brass instruments in regular group training sessions and rehearsals, organised to reflect members playing ability.

Associate members, all complete beginners, are helped to understand musical notation, play an instrument, follow a conductor and play as part of a group.

Entering contests gives the Town Band practical experience of high-pressure performance conditions as well as assessing their progress with independent adjudicator's remarks for feedback. Other public performances allow all members a chance to perform, in a variety of conditions, and allow the general public to experience brass band music. To maximise performance opportunities and to reach more members of the public, Bedford Town band supports some charitable organisations by either making no charge or by charging a reduced fee. Instruments are loaned to members as required to support their rehearsals and performances.

Statutory Declaration

The Trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

During the year of this report, a total of 35 public performances was given by the various bands and groups of the Organisation.

Town Band rehearsals were held twice a week on Tuesday and Thursday evenings; Concert Brass rehearsals held on Monday evenings and Progress Brass on Wednesday evenings.

The first concert of the year was an "All Bands Concert" including the Academy Band. This concert gave the opportunity for the members of all bands in the organisation and the Academy youngsters to get together and hear each other give public performances.

Bedford Town Band competed in 2 contests during the year, the 1st Section Regional Finals in Stevenage and the Wychavon Entertainment Contest in Evesham. They were invited to play in the Bella Ciao Music Festival Bedford, a Festival of music and culture put on by the Town's Italian community. Traditional bandstand performances were given in Leighton Buzzard and Bedford and they also took part in a Glenn Miller weekend at Milton Earnest Hall Bedford. The Band provided the music for the annual Bedford Remembrance Day service.

Bedford Town Concert Brass performed at the Bedford River Festival, a bi-annual event attracting over 250,000 visitors to the town. They were also invited back to perform another concert for the Bedfordshire Federation of Women's Institutes. Although a non-contesting band, an augmented Concert Brass attended the annual Whit Friday Marches contest in Tameside and Saddleworth Greater Manchester.

Progress Brass. Progress played two pieces as part of the all-bands concert in May. This was their first performance in a formal concert setting. They also played later in the year at the Castle Newnham School fete, a carol concert at a local Residential Home and carol playing at a local supermarket. The Band, supported by the training groups, has enjoyed a steady increase in membership amongst those returning to playing or learning to play from scratch, throughout the year.

Brass Academy. The year has been a successful one for the academy and Brass Blast. The existing academy band continues to thrive with around 12 members, maintaining strong performances throughout the year. Brass Blast, which began in September, also boasts around 12 players and has been making excellent progress. Both groups have enjoyed participating in Bedford Town Band concerts, contributing to their growth and experience. The continued success of the academy band and the growth of Brass Blast are incredibly promising for the future of brass playing.

Section E

Financial review

Brief statement of the charity's policy on reserves

Income is heavily weighted towards the end of each financial year and the start of the next. A reserve of £10,000 from unrestricted funds is required to cover income fluctuations and any unexpected expenditure items.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

BTB obtains the bulk of its income from member subscriptions, performances commissioned by other organisations and from a number of concerts organised by the band itself. Some online funding facilities have been established since 2017. The bulk of expenditure relates to the paying for the musical instructors to conduct the bands and supporting the Academy. To maximise the number of public performances undertaken by the various bands some engagements for other charities are undertaken either free of charge or with a significantly reduced fee.

Section F



Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	MARTIN ORR	VICTORIA FERNANDEZ
Position (eg Secretary, Chair, etc)	CHAIR	TREASURER
Date	31/7/25	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Bedford Town Band

No (if any)
1173171

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/01/2024

To

Period end date
31/12/2024

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 £
A1 Receipts					
Member Subscriptions	9,156	-	-	9,156	8,324
Engagements and public events	7,930	-	-	7,930	8,375
Donations	7,565	-	-	7,565	2,318
Gift Aid	-	-	-	-	3,103
Bank Interest	3	-	-	3	2
Sundry Income	2,150	-	-	2,150	1,986
Instrument Hire	363	-	-	363	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,166	-	-	27,166	24,108
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,166	-	-	27,166	24,108
A3 Payments					
MD Fees	13,741	-	-	13,741	16,414
Contest Expenses	998	-	-	998	770
Concert Expenses	419	-	-	419	744
Insurance	967	-	-	967	913
Internet & Website	325	-	-	325	459
Professional Fees	408	-	-	408	444
Sundry	3,035	-	-	3,035	15
	-	-	-	-	-
	-	-	-	-	-
Sub total	19,893	-	-	19,893	19,759
A4 Asset and investment purchases, (see table)					
Instruments, Music, Equipment	1,480	-	-	1,480	-
	-	-	-	-	-
Sub total	1,480	-	-	1,480	2,254
Total payments	21,373	-	-	21,373	22,013
Net of receipts/(payments)	5,793	-	-	5,793	2,095
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,484	-	-	34,484	32,389
Cash funds this year end	40,277	-	-	40,277	34,484

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				
	Cash at Bank - Treasurers account	34,733	-	-
	Cash at Bank - Deposit account	275	-	-
	Cash at hand	5,269	-	-
	Total cash funds	40,277	-	-

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Bedford Bid	300	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Instruments		-	51,709
Music		-	14,463
Equipment		-	4,180
Cabin		-	5,464
Uniform		-	6,511



B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	VICTORIA FERNANDO	31/7/25
	MARTIN ORR	31/7/25