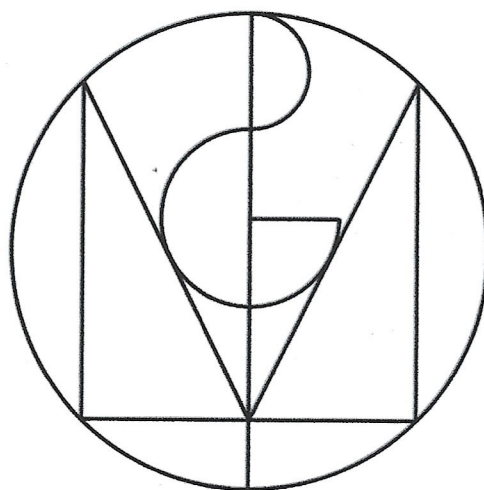


# **Leeds Vocal Movement**

**Charity Number: 1177305**



**LEEDS VOCAL MOVEMENT**

## **Trustees' Annual Report and Financial Statements for the Period 1 Aug 2020 to 31 Jul 2021**

**Aug 2021**

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## Reference & Administration Details

**Charity name:** Leeds Vocal Movement

Charity number: 1177305

Charity's operating address: 23 Abbott Road, Leeds

Postcode: LS12 2JQ

## Names of the Charity Trustees who Manage the Charity *(Add extra rows as required)*

	<i>Trustee Name</i>	<i>Office (if any)</i>	<i>Appointed</i>	<i>Retired</i>
1:	Rosena Stevens	Chair	26 Feb 2018	
2:	Sally Stephens	Treasurer	26 Feb 2018	
3:	Florence Mather		07 Oct 2019	
4:	Joanna O'Hea		07 Oct 2019	
5:	Thomas George		22 Nov 2019	
6:	Francesca Russo		04 Nov 2020	
7:	Emma Hird		04 Nov 2020	

## Names & Addresses of Advisors

	<i>Name</i>	<i>Address &amp; Postcode</i>
Bank:	Santander	10 Park Row, Leeds LS1 5HD

## Names of Senior Staff with Delegated Responsibilities

	<i>Name</i>	<i>Role</i>
1:	Caitlin Mayall	Musical Director

## Structure, Governance & Management

### Description of the Charity's Trusts

<b>Type of Governing Document:</b>	Constitution
<b>How the Charity is Constituted:</b>	Charitable Incorporated Organisation (Foundation)
<b>Trustee Selection Methods:</b>	Appointment
<b>How New Trustees are Inducted and Trained:</b>	Standard handover & training from predecessor

## Objectives & Activities

### Summary of the Objects of the Charity as set out in its Governing Document

To advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public concerts and recitals.

### Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects

Regularly rehearsed membership choir, holding regular public concerts  
Public Workshops

## Achievements & Performance

### 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 commission in exercising their powers or duties.

### Summary of the Main Achievements of the Charity for the Year

Leeds Vocal Movement has continued to operate throughout the past year, despite the impact of the COVID-19 coronavirus pandemic. The restrictions imposed by the UK government have meant that in the past year LVM has not been able to conduct any activity in person, but the choir has effectively transitioned to an online mode of delivery with rehearsals held on a fortnightly basis on the Zoom video calling platform. Due to the different mode of delivery, members have been invited to 'pay as they feel' throughout the year, resulting in slightly lower income overall, but engagement has remained positive with around a quarter of regular members staying in touch with the choir through the year.

In December 2020 the choir released our second online performance, with choir members submitting their recordings from home. These recordings were then edited together and released via our Facebook page, YouTube, and on other social channels. To date this video has received over 500 views. This recording was significant for the choir as the piece (The Seal Lullaby) was rehearsed and learned entirely online.



This year we have not hosted any public workshops due to lack of funding, and instead we have continued to focus on community-building for our choir members, through social events and opportunities. These have included online events such as film viewings and quizzes, and more recently trips to parks and venues as the restrictions are relaxed.

In June 2021 plans were developed for a return to in-person rehearsal in September 2021, and we are pleased to find that the majority of our members are interested to return, meaning we have had to re-open our waiting list as we continue to ensure our members are safe and comfortable while they rehearse.

## Financial Review

### Overview

Leeds Vocal Movement remains in a strong financial position this year due to careful management of funds and the generosity of members who continued to attend online rehearsals. Following the dissolution of Seedbed Foundation, a primary grant funder for LVM in 2018, the remaining restricted funds from that grant allocation have been transferred to unrestricted assets in line with the agreement set up with Seedbed on receipt of the original grant.

LVM is the proud recipient of grant funding from the D'oyly Carte Foundation, which will allow the choir to create and run three online workshops in the coming 12 months. These will each have a different focus and will result in materials and content which our members can continue to benefit from long-term.

### Brief Statement of the Charity's Policy on Reserves

Leeds Vocal Movement will hold sufficient reserves to enable the long-term sustainability of the charity. The reserves held will cover one term of standard operating costs, to enable the choir to continue in the event of a loss of external funding or other major financial event impacting on the ability of members to contribute their membership fees.

This policy will be reviewed annually in line with the budgeting and planning process to ensure that the reserves policy does not restrict the ability of Leeds Vocal Movement to grow or to enhance operations.

On the basis of current operating costs, Leeds Vocal Movement will maintain a reserve of £2,500 to be used for the purposes outlined above.

### Details of Any Funds Materially in Deficit

There is no material deficit.

## Statutory Notes to the Accounts

### Particulars of Any Outstanding Guarantee Given by the CIO

There is no outstanding guarantee given by the CIO.

### Particulars of Any Outstanding Debt

There is no outstanding debt.

## Other Optional Information

Not applicable.

## Declaration

**The Trustees declare that they have approved the Trustees' Report above.**

Signed on behalf of the Charity's Trustees

Signature(s):

*RSt*

Full Name(s):

ROSENA STEVENS

Position(s):

CHAIR

Date:

04/09/21

*[Signature]*

SALLY STEPHENS

TRUSTEE

04/09/21

## Independent Examiner's Report on the Accounts

Due to the small size of Leeds Vocal Movement, an independent examiner's report is not required.


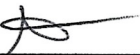


## CC16a Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Membership income	£434.71	£0.00	£0.00	£434.71	£4,321.33
Concert income	£0.00	£0.00	£0.00	£0.00	£1,311.00
Donations	£18.58	£0.00	£0.00	£18.58	£12.08
Interest	£0.00	£0.00	£0.00	£0.00	£0.00
Social	£0.00	£0.00	£0.00	£0.00	£274.93
Grant	£0.00	£1,875.00	£0.00	£1,875.00	£1,000.00
<b>Sub total</b> <b>(Gross income for AR)</b>	<b>£453.29</b>	<b>£1,875.00</b>	<b>£0.00</b>	<b>£2,328.29</b>	<b>£6,919.34</b>
<b>A2 Asset and investment sales</b>					
	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Sub total</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Total receipts</b>	<b>£453.29</b>	<b>£1,875.00</b>	<b>£0.00</b>	<b>£2,328.29</b>	<b>£6,919.34</b>
<b>A3 Payments</b>					
Wages	£1,737.50	£0.00	£0.00	£1,737.50	£2,984.30
Venue costs	£0.00	£0.00	£0.00	£0.00	£658.50
Insurance	£206.88	£0.00	£0.00	£206.88	£183.00
Expenses	£0.00	£0.00	£0.00	£0.00	£54.18
Refunds	£0.00	£0.00	£0.00	£0.00	£25.55
Web & Marketing	£191.39	£0.00	£0.00	£191.39	£172.99
Social	£0.00	£0.00	£0.00	£0.00	£287.87
Workshops	£0.00	£550.00	£0.00	£550.00	£0.00
<b>Sub total</b>	<b>£2,135.77</b>	<b>£550.00</b>	<b>£0.00</b>	<b>£2,685.77</b>	<b>£4,366.39</b>
<b>A4 Asset and investment purchases</b>					
Folders	£0.00	£0.00	£0.00	£0.00	£10.00
Music	£178.32	£0.00	£0.00	£178.32	£161.49
Card Machine	£0.00	£0.00	£0.00	£0.00	£17.40
Zoom subscription	£143.88	£0.00	£0.00	£143.88	£143.88
<b>Sub total</b>	<b>£322.20</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£322.20</b>	<b>£332.77</b>
<b>Total payments</b>	<b>£2,457.97</b>	<b>£550.00</b>	<b>£0.00</b>	<b>£3,007.97</b>	<b>£4,699.16</b>
<b>Net of receipts/(payments)</b>	<b>-£2,004.68</b>	<b>£1,325.00</b>	<b>£0.00</b>	<b>-£679.68</b>	<b>£2,220.18</b>
<b>A5 Transfers between funds</b>	<b>£2,153.79</b>	<b>-£2,153.79</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>A6 Cash funds last year end</b>	<b>£3,864.83</b>	<b>£2,153.79</b>	<b>£0.00</b>	<b>£6,018.62</b>	<b>£0.00</b>
<b>Cash funds this year end</b>	<b>£4,013.94</b>	<b>£1,325.00</b>	<b>£0.00</b>	<b>£5,338.94</b>	<b>£2,220.18</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 £
<b>B1 Cash funds</b>	Total funds	£4,013.94	£1,325.00	-
	<b>Total cash funds</b>	<b>£4,013.94</b>	<b>£1,325.00</b>	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Choir folders	Unrestricted	-	£500
	Card machine	Unrestricted	-	-
	Music	Unrestricted	-	-
<b>B5 Liabilities</b>	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
		ROSGNA STEVENS		04/09/21
		SALLY STEPHENS		04/09/21