



Trustees' Annual Report for the period

		Period start date			Period end date		
	Day	Month	Year		Day	Month	Year
From	01	11	2019	To	31	10	2020

Section A Reference and administration details

Charity name Soundhouse Brass Plymouth

Other names charity is known by Not applicable

Registered charity number (if any) 1179197

Charity's principal address The Soundhouse

Miller Way

Plymouth.

Postcode

PL6 8UN

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	Robert Yates	Chair		Members of the band and band committee
2	Alan Gears	Treasurer		Members of the band and band committee
3	Sally Jeffery	Secretary		Members of the band and band committee
4	Kenneth Ayre	Chair of Trustees		Members of the band and band committee
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
Not applicable	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Not applicable		

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

Not applicable

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution, adopted 10 th July 2018
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are selected/appointed annually at the Annual General Meeting by members of the band and band committee.

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.

Due to Covid-19 the Annual General Meeting (AGM) for the reporting period took place on 14th February 2021.

It was announced at the AGM that one current Trustee would stand down in accordance with the requirements of the governing document.

Two additional trustees were voted onto the Trustees board by the members attending the AGM.

Information was provided to the new trustees regarding Trustee responsibilities, the governing document, the account statement, and additional information related to the band(s).

One of the aims is to improve the band(s) funding. During 2020 a meeting took place to gain advice from another brass band organisation how to fund raise and gain grants.

The main risk affecting the band(s) during this reporting period was Covid-19. Risk assessments were defined with advice from Brass Band England when the band(s) were able to continue to rehearse and also perform, albeit in reduced numbers, in line with Covid-19 restrictions.

Section C Objectives and activities

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

Objects:

1. To promote the musical arts, in particular the art of Brass Band playing, to further the development of public appreciation in the said art, through public performances, concerts and competitions, for the benefit of the public in general, within the Plymouth and surrounding areas.
2. To advance education in the musical arts, in particular the art of Brass Band playing, by providing educational and training opportunities, for the benefit of the public in general, within the Plymouth and surrounding areas".

When planning our activities for the year, the trustees have had due regard to the importance of the Charity Commission's guidance on public benefit at our Trustee meetings.

The main activities are as follows:

Detailed activities

3.11.2019 South West Brass Band Championships at Riviera Centre, Torquay.

Soundhouse Brass had three bands competing for the first time, nine weeks after the Academy Band were formed.

- Senior Band in Open Section
- Academy Band in Ungraded/Fourth Section
- Training Band in Training Band Section – their sixth consecutive win in this class.

10.11.2019 Soundhouse Brass take part in the Royal British Legion Remembrance Parade in Plympton, Plymouth.

December 2019

Various events within the Plymouth area (also Tavistock) providing Christmas music to those attending the functions.

Christmas carolling throughout the month at numerous local Plymouth supermarkets, to provide Christmas music and also to collect funds for the coming year.

14.12.2019 Christmas Concert at The Soundhouse.

The three bands each contribute to a varied programme – band members aged from 7 years to 90+. Plymouth's Deputy Mayor attended.

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)



15.3.2020 National Brass Band Championships (West of England) at Riviera Centre, Torquay.

Soundhouse Brass performed Gilbert Vinter, Symphony of Marches in the First Section.

20.3.2019 All Band activity stopped due to Covid-19 pandemic lockdown.

June 2020 Three key adults involved in online Safeguarding Training through Brass Bands England.

A total of five adults have now completed this, highlighting the band's commitment to prioritising safeguarding in the organisation.

1.6.2020 Soundhouse Brass Committee Online Activity.

The first 'virtual' Committee meeting via Zoom was held on 1.6.2019.

- The Committee have continued to meet via Zoom holding further meetings on 10.8.2020, 8.9.2020, 21.9.2020 and utilising Messenger apps and email.
- Trustees Meetings were held in August and December 2020 under Covid-19 restrictions.
- The Committee have maintained contact with Band members via social media to communicate health and safety information regarding risks and risk reduction to brass banding and musicians in general, and regarding risk assessing a limited return to the Band Room in October.
- The Committee have used the Band's Facebook pages and WhatsApp to maintain contact with band members, and quiz sessions

have been organised to encourage social interaction.

- Our MD and experienced players have produced online videos to provide practice tips and to offer motivation to players.
- A number of players have also taken part in online projects such as those organised by Brassfest: encouraging players nationally and internationally to take part in virtual performances.
- We have continued to promote the band via our public Facebook page, and through our website: with public notification of our commitment to following national and local pandemic guidelines; plans for our Covid-19 Safe Rehearsals; mark of Remembrance in November 2020; and publishing details of our socially-distanced carolling efforts.

25.6.2020 Q & A Session with Philip Cobb, through Zoom.

The Band were invited to join with Philip Cobb – principal trumpet with the London Symphony Orchestra for 10yrs, and now with the BBC Symphonic Orchestra. Questions focussed on his experiences as a professional musician and motivational and practice tips for players.

June 2020 Mark Wilkinson, Fodens Brass Band.

Online meeting with Committee members to learn about management of grant applications and funding strategies applicable to brass bands, and the importance of developing community links.

August 2020 Re-organisation of Library and Storage Space.

As Covid-19 restrictions were eased over the Summer, Committee members were able to access our Band Room and whilst maintaining social-distancing and were able to relocate our library and storage area at the Soundhouse.

October 2020 Return to Rehearsal.

After careful consideration of information from Government, issued through DCMS and DfE, and following advice from Brass Bands England, our Committee drew up Risk Assessments to enable those players from the Senior and Academy bands, who expressed a wish, to return to some limited rehearsals under Covid-19 restrictions. An attendance rota was drawn up to enable participation of all players who wished to take part.

Four sessions were held: 8th October; 15th October; 22nd October and 29th October 2020.

Our rehearsal venue enabled us to accommodate 22 players at each session (socially distanced at 2m) plus MD, for a rehearsal of one-hour duration. Volunteers ensured that we complied with guidance on 'test and trace', social-distancing and hygiene measures for attendees and

their instruments and music.

These sessions ceased again after increasing Covid-19 rates led to further national and local restrictions.

These opportunities demonstrate the ability of Soundhouse Brass, despite the restrictions of the pandemic during 2020, to engage with the community and to forge relationships with organisations we hope to be able to work with in the future

Additional details of objectives and activities (Optional information)

We are grateful to all band members, helpers and supporters (all volunteers) for the ongoing commitment, time and energy.

It is important to recognise those members who were active in defining the risk assessments needed related to Covid-19 and those providing practical support to enable the bands to rehearse when permitted.

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

Despite Covid-19 and the government restrictions, members of the bands were able to meet and play in rehearsals and also in public locations before the second lockdown came into effect.

With careful planning and detailed risk assessments playing was resumed albeit for a short period of time.



Senior and Academy band members suitably distanced during October 2020 rehearsals that were able to take place.

Fundraising:

Fundraising was severely hampered during 2020, however the band(s) have continued to fund raise through several routes, the main ones being:

Public donations from outdoor performances during the Christmas period in December 2019.

The 2019 Christmas concert event.

Subscriptions from members: members of the band provide the subscriptions voluntarily.

Section E

Financial review

Brief statement of the charity's policy on reserves

Unrestricted funds available on 31/10/2020 were £12,817.

We do not have a policy on reserves; currently there is no requirement to do so. The trustees will review this situation if the need arises.

Details of any funds materially in deficit

None

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.

Funding of the band(s) has been severely affected by Covid-19 during this year, where the band(s) have been unable to generate funds from concerts.

An amount of donated funding was achieved through the December 2019 Christmas carolling period.

Additional sources of funding this year have been band member subscriptions and grants (Plymouth Music Education Hub).

The income supports the main activities of the band(s), with the main costs including purchasing and refurbishing musical instruments (this enables new members to join the band(s) if they do not have their own musical instrument) the purchase of new music and transport costs, however, there has been little expenditure made during the year due to Covid-19 restrictions.

Section F

Other optional information

Future plans

In the coming year, providing Covid-19 permits the bands to re-convene their normal activities, there will be a period of rebuilding required in order to continue the development of each band and the members involved. Special focus will be given to the Academy band who were in the development mode as Covid-19 hit in early 2020.

Fundraising is a key requirement to the ongoing progress of each band and it's members, therefore a fundraising strategy will be developed, to support the work of the band(s).

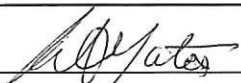
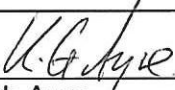
Through these two key aims, this will enable the charity to provide further education, training, participation, and community based musical performances to enhance the art of brass band music.

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)	Robert Yates	Kenneth Ayre
Position (eg Secretary, Chair, etc)	Chair	Chair of Trustees

Date

20 - 05 - 21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Soundhouse Brass Plymouth

No (if any)
1179197

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01.11.2019		31.10.2020

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					
Grants	59	-	-	59	885
Charitable Donations	3,042	-	-	3,042	13,045
Non-charitable Dnations	400	-	-	400	752
Band Engagements	5,902	-	-	5,902	9,516
Subscriptions	-	-	-	-	679
Prize Monies	-	-	-	-	100
Bank Interest	3	-	-	3	1
Inland Revenue	3,026	-	-	3,026	-
Sub total (Gross income for AR)	12,432	-	-	12,432	24,978
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,432	-	-	12,432	24,978
A3 Payments					
Subs and Fees	673	-	-	673	1,414
Coach abd other transport	640	-	-	640	1,560
Music and Sundry Purchases	776	-	-	776	1,333
Repairs and Refyrbishment	650	-	-	650	12,828
Insurance	579	-	-	579	1,103
Trophies and Presentations	-	-	-	-	525
Uniforms	750	-	-	750	628
Postage, printing etc.	693	-	-	693	1,435
Conductor and other fees	1,330	-	-	1,330	3,635
Sub total	6,091	-	-	6,091	24,461
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,091	-	-	6,091	24,461
Net of receipts/(payments)	6,341	-	-	6,341	517
A5 Transfers between funds					
31.11.19	6,476	-	-	6,476	6,476
Cash funds this year end	12,817	-	-	12,817	6,993

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				
		12,817	-	-
		-	-	-
		-	-	-
	Total cash funds	12,817	-	-

(agree balances with receipts and payments account(s))

OK

OK

OK

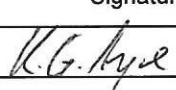
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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				
	Musical Instruments		-	82,500
	Music Library and other equipment		-	10,500
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
	KENNETH AYRE	19-4-2021