



Trustees' Annual Report for the period

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
01	11	2020	31	10	2021

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	Kenneth Ayre	Chair of Trustees		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	Maurice Craze	Trustee	15 th February 2021	Members of the band and band committee
5	Adam Glynn	Trustee	15 th February 2021	Members of the band and band committee
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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. We would like to thank Robert Yates for his time as a Trustee and the invaluable experience and input provided.

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 other brass band organisations how to fund raise and gain grants. During 2021 the bands were very successful in achieving grants, this is covered later in the report.

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 perform, albeit in reduced numbers, in line with Covid-19 restrictions.

There was concern related to the bands continuing use of the Soundhouse facilities, this was initiated following discussions involving the fees required to use the Soundhouse facilities for all three bands. During October 2021 an agreement was made, which will see the bands remaining at their 'home' at least until September 2022 (when the fees will be due for review). Alternative facilities will be subject to ongoing review in case the Soundhouse facility becomes unavailable to the bands. The bands are committed to the use of the Soundhouse and wish to provide support where possible to the ongoing viability of the facilities.

We would like to thank the Plymouth Youth Music Service for their continued support.

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".

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)

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

Our fundraising opportunities have been curtailed throughout this year. However, approaching Christmas, members expressed a wish to 'spread some Christmas cheer' if safe and practicable, acknowledging that fundraising opportunities would be limited, and player numbers restricted to small socially distanced groups.

The Committee approached Sutton Harbour Holdings – owners of the Plymouth Barbican Area with whom we have established a good working relationship through outdoor events in Summer 2019 – and were able to negotiate two outdoor socially-distanced carolling sessions in December 2020.

The Committee also approached Plymouth City Council and were permitted to perform in Plymouth City Centre on one evening and one daytime carolling session.

Contact was also made with The Box, Plymouth's new gallery and museum complex which opened in 2020. Soundhouse Brass were welcomed into the outdoor atrium to perform Christmas Carols for the public.

These opportunities demonstrate the ability of Soundhouse Brass, despite the restrictions of the pandemic this year, to engage with the community and to forge relationships with organisations we hope to be able to work with in the future. They were also very positively welcomed by band members as an opportunity to enjoy the valued experience of playing carols together, plus the appreciative response of members of the public made braving the cold, wind, and rain worthwhile.

As we head towards the Christmas 2021 period, plans are in place to extend the carolling to the public at a variety of supermarkets in the Plymouth area, whilst still remaining Covid-19 safe.

Due to Covid-19 restrictions, the Annual Christmas Concert in December 2020 was unable to go ahead. For December 2021, this is planned for 4th December.

During the summer months, the senior band was again able to perform music on the Plymouth barbican. One of the evenings raised funds that were provided to the tragic shooting that took place in the Keyham area of Plymouth.

September 2021 also saw the re-formation of the Academy band under the leadership of the newly appointed Musical Director, Adam Glynn. The post of Academy Band MD was advertised, the two applicants underwent a selection process involving an interview and a 'live'

rehearsal.

September 2021 saw the three bands able to re-commence rehearsals, it was good to see new players joining with each band.

Fundraising

The bands fund raising sub-committee was very successful during 2021, with a major grant being provided by the Postcode Lottery, for the purchase of new instruments, music standards and the repair and refurbishment of older instruments.

Additional grants were achieved through both Groundwork and Asda supermarket.

All three bands are now back rehearsing and preparing for their first concert, to be held at Christmas 2021.

Committee re-organisation

One of the activities related to the bands overall development is the updating of the committee. It has been voiced that the committee had grown to quite a large size in recent years, therefore a proposal was made to the Trustees and to the current committee for review, with a view to re-aligning the roles and responsibilities with a reduced size committee. This will be discussed prior to the next AGM.

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

Band members were able to socially distance at the Barbican in Plymouth for Christmas carol playing during December 2020.



Bandmembers socially distanced at Plymouth's 'The Box', December 2020.



A small group of bandmembers who were able to play Christmas music on Plymouth's barbican in December 2020. Socially distanced of course!

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.

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

A donation of £1,000 was made to the training band from the estate of a former bandmember, who played during the 1960/1970's.

Grants were awarded to Soundhouse Brass as detailed below:

1. Postcode Lottery. A grant of £19,974 was awarded towards the costs of new instruments, the repair and refurbishment of

instruments and the purchase of music and music stands.

2. Groundwork. An award of £1,000 was made towards the purchase of second-hand instruments and music.
3. Asda. An award of £1,500 was made towards the cost of outdoor jackets, music, and music stands.

We are very grateful to all donation and grant providers, who have provided the bands with the opportunity to purchase additional equipment that will support the bands growth strategy, enabling interested members of the public to join the bands, regardless of musical level.

Section E

Financial review

Brief statement of the charity's policy on reserves

Unrestricted funds available on 31/10/2021 were £27,062.

We do not have a policy on reserves; currently there is no requirement to do so. The trustees will review this situation if there is a need to reserve funds for the payment of rental fees for the Soundhouse building.

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 restricted in generating funds from concerts and outdoor engagements.

An amount of donated funding was achieved through the Christmas carolling period, even though a reduced number of bandmembers were able to participate due to Covid-19 restrictions.

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

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.

One of the main objectives of the band is to generate sources of funds through fundraising and grant applications. The band was successful in receiving a grant for £19,974 from The Postcode Lottery to be used for the purchase of new instruments, repair of older instruments and the purchase of additional music and music stands.

Section F

Other optional information

Future plans

In the coming year (2021/2022), Covid-19 permitting, it will be a year of building on the success already achieved for the three bands. It is an exciting time with new players joining each band, especially in the training and academy bands where the young players are showing their ability to grow in confidence and improve in their musical abilities, it is good to see. Hopefully, in 2022, we will be able to resume a 'normal' agenda of events within the Plymouth area.

Fundraising is a key requirement to the ongoing progress of each band and it's members, therefore further fundraising ideas will be generated.

With three bands developing well, the Trustees want to ensure there is an effective committee in operating to support the ongoing development of the organisation. This will be a key topic of discussion during the first quarter of 2022.

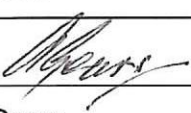
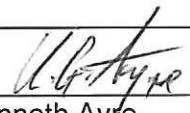
Through these main plans, this will enable the charity to provide further education, training, participation, and community based musical performances to enhance the art of brass band music.

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)	Alan Gears	Kenneth Ayre
Position (eg Secretary, Chair, etc)	Treasurer	Chair of Trustees

Date

22-08-2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

Soundhouse Brass Plymouth

Receipts and payments accounts

CC16a

For the period
from

01.11.20

To

31.10.21

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 £ 1.11.17/31.10.18
A1 Receipts					
Grants	21,974	-	-	21,974	
Charitable Donations	2,759	-	-	2,759	3,097
Non-charitable Donations	1,000	-	-	1,000	
Band Engagements	821	-	-	821	5,897
Subscriptions		-	-		295
Inland Revenue	763	-	-	763	3,026
Bank Interest		-	-		3
Insurance Claim	2,195	-	-	2,195	-
	29,512	-	-	29,512	12,318
A2 Asset and investment sales, (see table).					
Sale of instrument		-	-	-	50
	-	-	-	-	-
Sub total	29,512	-	-	-	50
Total receipts	29,512	-	-	29,512	12,368
A3 Payments					
Subs and Fees	156	-	-	156	673
Coach and other transport		-	-		640
Music and Sundry Purchases	638	-	-	638	465
Repairs and Refurbishment	12,095	-	-	12,095	650
Insurance	553	-	-	553	579
Trophies and Presentations		-	-		693
Uniforms	640	-	-	640	54
Postage, printing etc.	190	-	-	190	307
Conductor and other fees	1,150	-	-	1,150	2,030
Sub total	15,422	-	-	15,422	6,091
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	15,422	-	-	15,422	6,091
Net of receipts/(payments)	14,090	-	-	14,090	6,277
A5 Transfers between funds					
Cash funds this year end	12,946	-	-	12,946	-
Cash funds this year end	27,036	-	-	27,036	6,277

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		27,036	-	-
		-	-	-
		-	-	-
	Total cash funds	27,036	-	-

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

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

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

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

Signature

Print Name

Date of approval

U. G. K. 12
12/12/12

KENNETH AYRE
DRAW GEARS

21.02.2022

21.02.2022

YEAR ENDING 31.10.2021.

BALANCE FWD.	8415 22
ADD INCOME	27102 69
	35517 91
LESS PAYMENTS.	15422 02
	20095 89

BANK STATEMENT	
A 31.10.21	20451 29
LESS CHQ'S O/S.	
354	✓ 3495 -
352	✓ 839 90
349	✓ 2020 50
	20095 89

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