



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/11/2023 Period start date To 31/10/2024 Period end date

Charity name: Plymouth City Brass

Charity registration number: 1179197

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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 in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The organisation has continued to grow the membership within the three bands, in particular the Academy band, being led by Paul Norley (MD) MA, BA(Mus), LRSM, LDBBA, CNCB, MCGI , is encouraging all members to strive for further development at personal and group level, which is generating more interest from other people within the Plymouth area to join the band. The events/concerts and support for other associations (British Legion, Armed Services etc) continues to provide the promotion of the various musical genre performed.
Statement confirming whether the trustees have	Para 1.18	When planning our activities for the year the trustees and committee have taken due

had regard to the guidance issued by the Charity Commission on public benefit		regard to the importance of the charity commission's guidance related on public benefit at our trustee and committee meetings, this included the importance of rehearsing and performing in a safe environment.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not Applicable
Policy on social investment including program related investment	Para 1.38	Not Applicable
Contribution made by volunteers	Para 1.38	As a voluntary organisation, the success of the 'combined band' organisation is totally dependant on all of the volunteers who contribute their time and effort freely, to enable the ongoing year on year improvements. This includes the trustees, committee and members of the organisation. Thanks go out to all involved. The main activities are; administration, defining and managing processes and the general organisational running of the charity. Recognition should also be made to the friends and parents of the band members who provide their ongoing support.
Other		For 10 years the Musical Director Lee Clayson has been developing, improving and leading the senior band and supporting the organisation. Lee decided to stand down from this role. Due recognition was provided to Lee in his final concert with the band during May 2024. To appoint a new MD the band advertised the position, defined a small sub-committee to carry out the interview and auditions. Following the completion of this process the committee appointed Adam Glynn (a current playing band member) to succeed Lee Clayson.

Achievements and Performance

	SORP reference	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In support of the organisations objects the following information provides details of the main achievements and activities carried out: During November 2023, both senior and academy bands took part in the annual South West Brass Band Association Championships in Torquay. For some members, this was the first time to participate in the playing of music to a large audience and to experience listening to other participating bands. The combined bands also provided musical support for the Plympton Branch of the British Legion Remembrance Day at the local cenotaph in November 2023, with the principal cornet playing the last post. Many members of the local area attend along with various military affiliations, schools etc. December 2023 involved all three bands, (senior, academy and training bands) in the annual Christmas concert, held at the Plymouth Methodist Central Hall??. This annual event brings together all the friends and supporters of the organisation to share and participate in a festive celebration of the Christmas period, using appropriate brass band music. March 2024 saw the senior band take part in the West of England Brass Band Association Area Finals & National Brass Band Championships in Torquay. Having been successfully promoted back to the 1st section the band achieved a good result. Academy band ?? A Spring concert took place in a new venue at Ivybridge with the band carrying out a joint concert with the xxxxxx choir. During this concert it was formally announced that the MD Lee Clayson had decided to stand down, and appropriate recognition was given to Lee for his 10 years spent developing the band and organisation. In June the Academy band took part in the annual West of England Bandsmans Festival at Bugle. The Academy band also supported the annual Armed Forces Day on Plymouth Hoe during June 2024.
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		With a new Musical Director (Adam Glynn) appointed during July 2024, and rebranding concert took place at the Plymouth Central Hall in Plymouth in September 2024. This proved to be a very successful concert with funds for the concert being raised through the support of local businesses. The participation in these events provides learning opportunities for all band members of all levels, as they experience new and sometimes challenging music. Bringing music to audiences indoors and out, provides the local population with new experiences of brass banding and the various musical genres played.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Refer to the above activities. Following the impact of Covid-19, the organisation has been rebuilding each band during the last year. All bands are showing growth and increased performance levels. This has enabled the bands to provide performances which have been as individual bands and also as combined concerts e.g. Christmas concert.
Performance of fundraising activities against objectives set	Para 1.41	The organisation raised funds through concerts and events where each band participated. As usual a major funding contributor each year is the playing of Christmas music at local stores, schools, public houses, shopping centres etc, where funds are generated by either voluntary contributions from the public and/or payments received from some of these local companies.
Investment performance against objectives	Para 1.41	The organisation does not invest funds.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The finances for the organisation were positive at the end of the reporting period. £11,353 was available at the end of the financial year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The organisation in previous years has reviewed whether it is necessary to hold reserves. This is reviewed annually, and it was decided to put aside a £7,000 reserve for 2024/2025, to ensure the basic financial requirements of the organisation are maintained. This will continue to be reviewed at the end of each financial year.
Amount of reserves held	Para 1.22	Zero. But £7,000 planned for 2024/2025
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	There is no deficit of funds.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns. The aim is to continue to grow the organisation and encourage more people to learn and play musical instruments.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funding comes from a number of sources: - Voluntary contributions provided by band members (monthly subscriptions). Also linked to this is the benefit of gift aid receipts. - Voluntary contributions from members of the public through performances as described above. - Concerts and other events where the public come to listen the bands perform. - Occasional small grants provided by local stores e.g. Asda, Tesco ??etc.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not Applicable.
A description of the principal risks facing the charity	Para 1.46	There are no significant risks affecting the organisation. The Trustees and Committee management keep in review the funding, health and safety, and safeguarding risks that could impact the organisation and ensure the processes are robust, to prevent any issues occurring.
Other		At an EGM held during June 2024, the decision was made by all members to

		change the name of the organisation from Soundhouse Brass Plymouth to Plymouth City Brass. It had been discussed for a number of years that a change should take place to a name that fitted with the Plymouth Geographical area to enable people to locate the band easier, especially when moving to the area. The proposal was provided to the Charity Commission who duly approved the name change. In September 2024 a 'Re-branding concert took place to celebrate the new name and also the new band 'colours'.
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The organisation has a governing document/constitution which is the Association model for a CIO.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The organisation is a CIO.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed by the band committee and band members, usually at the AGM. The Trustees are all volunteers who have been appointed by the members of the organisation. Details can be found within the constitution document.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Information is provided to trustees regarding trustee responsibilities; the governing document/constitution, the financial account statement and additional information related to the relevant bands.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The organisation works with the Plymouth Youth Music Service (PYMS) to encourage young people from the Plymouth area to learn musical brass instruments. PYMS also provide financial support for the training and academy band musical directors. The organisation is a member of the South-West Brass Band Association and also the West of England Brass Band Association. The organisation is also a member of the Brass Bands England network, that provides a wide range of networking advice and benefits e.g. safeguarding training.
Relationship with any related parties	Para 1.51	A close relationship exists between the charity and PYMS, with each providing any needed support required for each other. The remaining network contacts are available as required, with the charity providing input as required.
Other		The Band adopt and review policies as recommended by Brass Bands England which aid Trustees in their governance. These include Safeguarding, Equality and Diversity, Anti-bullying (a full list is included on our website).

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Reference and Administrative details

Charity name	Plymouth City Brass (formerly Soundhouse Brass Plymouth)
Other name the charity uses	NA
Registered charity number	1179197
Charity's principal address	The Soundhouse Miller Way Plymouth 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	Sally Jeffery	Secretary		Members of the band and band committee.
3	Alan Gears	Trustee		Members of the band and band committee.
4	Maurice Craze	Trustee		Members of the band and band committee.
5	Roger Rowland	Inventory		Members of the band and band committee.
6	Gary Pumford	Trustee		Members of the band and band committee.

Corporate trustees – names of the directors at the date the report was approved

Director name		
Not Applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not Applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not Applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not Applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not Applicable

Additional information (optional)

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not Applicable

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

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**Position (eg Secretary,
Chair, etc)**

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Date

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

Plymouth City Brass (formally Snd'house Brass Ply'th)

No (if any)

1179197

Receipts and payments accounts

CC16a

For the period
from

Period start date

01.11.2022

To

Period end date

31.10.2023

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 £
A1 Receipts					
Grants	2,000	-	-	2,000	920
Charitable donations	3,398	-	-	3,398	2,919
Non-Charitable donations	985	-	-	985	1,707
Band Engagements	10,982	-	-	10,982	3,750
Subscriptions	1,860	-	-	1,860	-
Inland Revenue	-	-	-	-	679
Bank interest	34	-	-	34	4
Insurance/ Instrument sales	930	-	-	930	121
Sub total (Gross income for AR)	20,189	-	-	20,189	10,100
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	20,189	-	-	20,189	10,100
A3 Payments					
Subs and Fees	639	-	-	639	766
Coach and other transport	2,478	-	-	2,478	238
Music and Sundry Purchases	990	-	-	990	788
Repairs and refurbishment	386	-	-	386	453
Insurance	673	-	-	673	766
Trophies and presentations	-	-	-	-	-
Uniforms	300	-	-	300	167
Postage, printing, website etc	178	-	-	178	313
Conductor and other fees	5,368	-	-	5,368	3,459
Donations DEC Ukraine)	-	-	-	-	499
Intrument purchase	2,700	-	-	2,700	11,977
Hall rental and venues	1,599	-	-	1,599	917
Sub total	15,311	-	-	15,311	20,341
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	15,311	-	-	15,311	20,341
Net of receipts/(payments)	4,878	-	-	4,878	- 10,241
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,821	-	-	16,821	27,062
Cash funds this year end	21,699	-	-	21,699	16,821

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 available	21,699	-	-
			-	-
		-	-	-
	Total cash funds	21,699	-	-
	(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		-	98,000
	Music library and other assets		-	11,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	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	

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

Signature

Print Name

Date of approval

K.G. Ayee
Sally M Jeffery

KENNETH AYEE
SALLY JEFFERY

29/08/24
29/08/24