

# THE BRISTOL REGGAE ORCHESTRA

England & Wales - Charity number 1180167

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-10-02

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Rose Green Sports & Leisure Centre  
65 Gordon Road  
Whitehall  
Bristol  
BS5 7DR

**Phone** 07897764682

**Email** [info@bristolreggaeorchestra.com](mailto:info@bristolreggaeorchestra.com)

**Website** [www.bristolreggaeorchestra.com](http://www.bristolreggaeorchestra.com)

## Activities

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**Objects:** TO ADVANCE THE ART OF MUSIC, PARTICULARLY REGGAE AND MUSIC OF JAMAICAN ORIGIN FOR THE BENEFIT OF THE PUBLIC BY PERFORMING SUCH MUSIC TO THE PUBLIC AND PROVIDING OPPORTUNITIES TO DEVELOP MUSICAL SKILLS.

**Activities:** TO ADVANCE THE ART OF MUSIC, PARTICULARLY REGGAE AND MUSIC OF JAMAICAN ORIGIN FOR THE BENEFIT OF THE PUBLIC BY PERFORMING SUCH MUSIC TO THE PUBLIC AND PROVIDING OPPORTUNITIES TO DEVELOP MUSICAL SKILLS.

## Classification

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- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Throughout England

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£22,698	£21,526	-	-
2023-09-30	£24,646	£35,742	-	-
2022-09-30	£32,997	£15,477	-	-
2021-09-30	£8,610	£2,894	-	-
2020-09-30	£2,424	£2,087	-	-

## Trustees

Name	Role	Appointed
B CHAMBERS		2018-09-03
K BRANCH		2018-09-03
Kevin Millwood		2020-05-12
Lorna Hayles		2025-09-27
Rebecca Scott		2023-09-19
Sharon Geraldine Folland		2023-03-16
Simon Patchitt		2025-09-27
Wesley Guinchard-Cox		2023-06-15

**THE BRISTOL REGGAE ORCHESTRA**

England & Wales - Charity number 1180167

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# Accounts

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# **The Bristol Reggae Orchestra**

Charity registration number: 1180167  
Annual report and Unaudited Financial Statements

**For the year ended 30 September 2024**

**The Bristol Reggae Orchestra  
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**The Bristol Reggae Orchestra  
Reference and Administrative Details**

<b>Charity Registration Number</b>	1180167
<b>Patron</b>	Gary Crosby OBE
<b>Chair</b>	Arusha McKenzie
<b>Orchestra Leader</b>	Norma Purnell
<b>Choir Leader</b>	Elaine Walker
<b>Trustees</b>	Arusha McKenzie Barrington Chambers Kat Branch Kevin Millwood Sharon Folland Simon Pratchitt Rebecca Scott Wesley Guinchard-Cox
<b>Treasurers</b>	Sue Lambie & Dirk Walker
<b>Musical Director</b>	Ben Jenkins
<b>Choir Director</b>	Kim Samuels
<b>Administrator</b>	Bradley Greening
<b>Principal Address</b>	Malcolm X Community Centre 141 City Road St Pauls Bristol BS2 8YH
<b>Bankers</b>	Lloyds
<b>Charity Website</b>	<a href="https://www.bristolreggaeorchestra.com/">https://www.bristolreggaeorchestra.com/</a>

## **Trustees Report**

The Trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2024.

### **Objectives and activities**

#### *Objectives and aims*

The objects of the charity are to advance the art of music, particularly reggae and music of Jamaican origin for the benefit of the public by performing such music to the public and providing opportunities to develop musical skills.

#### *Public benefit*

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### *Achievements and performance*

Following the resignation of Orgena Rose as Choir leader in March 2024 we were delighted to appoint Kim Samuels as the new choir leader and they continue to go from strength to strength.

On Saturday 3<sup>rd</sup> of August 2024 the orchestra and choir performed at Valley Fest in Chew Magna and a few days later, on Wednesday 6<sup>th</sup> of August, at a fundraising gig for those impacted by Hurricane Beryl in Carriacou, Grenada, held at The Mount Without. Over £5,000 was raised during the evening where the Orchestra performed amongst other acts including Nia Bimkubwa and Celestine. The Choir also had a busy winter gig calendar and joined with other Bristol Choirs and the Bournemouth Symphony Orchestra to perform the world premiere of 'Odyssey' at the Beacon.

The Fatty Boom Boom Windrush Documentary was filmed in 2023-2024 with members from the choir and Orchestra contributing and the screening being held in December 2024 and the youth outreach team journeyed to Trinity Academy for the school's youth outreach day.

In the time following the end of the year Kristian Sharpe and Kat Branch made the decision to step down as trustees and Simon Pratchett joined the board.

As mentioned in the prior year report, in January 2024 Arden Tomison made the decision to step down from the board of trustees due to ill health. He continues to contribute to the organisation, having been part of it for more than 14 years and everyone involved in the organisation wishes him all the best in his continued recovery. Arusha McKenzie kindly stepped into the role as the chair of the trustees.

The board of trustees met regularly, in person mostly, although remote set ups were also used.

Thanks are due to all Trustees, to orchestra leader Norma Purnell, our Orchestra Music Director, Ben Jenkins, Choir leader Elaine and our current choir musical director Kim Samuels.

#### *Financial review*

The total cash fund position at the end of the period was £15,998 (Unrestricted funds: £14,456, restricted funds £1,542). The Charity reports a surplus during the period of £1,172, (Unrestricted funds: a surplus of £4,213, restricted funds: a deficit of £3,041).

This is the second full year in which the Windrush Choir's finances have been reflected in the report and the first for which has had its own bank account.

### ***Income***

The Charity received total income of £22,698 meaning that, once more, there was no need for an independent examination of the accounts.

Income from members subscriptions to the orchestra and the choir totalled £6,609 (2023: £5,526). A small rise reflecting the growth of the choir although it was acknowledged that membership needed to grow further.

The charity received performance income which generated £15,522 (2023: £14,011) of income as a result of playing at several gigs, including Valley Fest in August 2024 and the Bristol Beacon Housewarming in December 2023.

### ***Expenditure***

The Charity's core operating costs were £18,485 (2023: £20,708), which is roughly consistent with the prior year. The Charity incurred costs of £3,044 (2023: £351) in relation to the hire of rehearsal spaces. In 2023 the charity experienced a reduction in these costs due to the Malcolm X Centre experiencing staffing issues during the year and consequently not invoicing the organisation for the usage of their space. These invoices were subsequently issued during the year ended 30/09/2024.

Musical Director's fees were £9,388 for the orchestra and the choir (2023: £4,700), This discrepancy can be explained by the fact that the categorisation of these expenses in 2023 were different to the current year, and if the categorisation were the same the prior year expenses would have come to £10,172. Going forward, this year's categorisation will be used.

### ***Plans for future periods***

#### ***Grant funding applications***

The organisation has continued to explore the possibility of grant funding to support further development during the year with a number of options being considered in this regard

### ***Structure, governance and management***

The Bristol Reggae Orchestra is a registered charitable incorporated organisation (CIO) and is governed by its constitution dated 2 October 2018. The CIO was registered with the Charity Commission on 2 October 2018.

The CIO is administered by the Board of Trustees. The Board has begun to meet more frequently than its original quarterly basis to accommodate the additional work arising from the projects. A management committee and formal action groups are appointed to assist with orchestral section management, planning, development, communications and finance who meet every 6 weeks.

The action groups consist of the following:

**Finances and income:** responsible for managing the money, generating income, pursuing funding opportunities, sales and merchandising

**Membership:** responsible for managing recruitment, keeping a balance of musicians, involving members and volunteers, running rehearsals with refreshments

**Musical development:** responsible for working closely with the Musical Director to define our repertoire, manage the music library, commission new works and arrangements, seek educational and funded projects.

**Media and Marketing:** responsible for publicity, recruitment strategies, managing social media and web-based activity, marketing and point of contact for bookings.

**Performance logistics:** responsible for maintenance and storage of all equipment, managing all aspects of performances including contracts, liaison, logistics (including transport), set-ups and take-downs.

### **Recruitment and appointment of Trustees**

Trustees are appointed at the Annual General Meeting and are appointed on the basis of their skills and relevant experience to meet the objects of the charity. Trustees are elected by the membership to serve terms of one year and are eligible for re-election at the next Annual General Meeting.

### **Induction and training of trustees**

Once appointed, new trustees are fully briefed by the Board with regard to:

- their obligations as members of the Board of Trustees, including relevant publications from the Charity Commission;
- relevant documentation regarding the legal framework of the charity, e.g. Constitution;
- relevant financial information as set out in the most recent published annual accounts;
- strategic plans and objectives.

### ***Reserves Policy***

The Charity recognises that it requires a certain level of funding in order to meet its core operational activities. The Charity anticipates holding one year's operating costs in reserve which will be monitored by the Treasurer and Board of Trustees on a regular basis.

### **Declaration**

The Trustee's declare that they have approved the Trustee report above. Signed on behalf of the charity's trustees:



.....  
**Arusha McKenzie**

Trustee

30 July 2025

## **Statement and Receipts and Payments**

	2024	2024	2024	2023	2023	2023
	Unrestricted funds	Restricted funds	Total Funds	Unrestricted funds	Restricted funds	Total Funds
	£	£	£	£	£	£
<b>RECEIPTS</b>						
Donations, legacies, grants	567	-	567	3,185	500	3,685
Membership subscriptions	6,609	-	6,609	5,526	-	5,526
Performance income	15,522	-	15,522	9,961	-	9,961
Merchandise sales	-	-	-	-	-	-
Glastonbury income	-	-	-	4,050	-	4,050
Other income	-	-	-	1,425	-	1,425
<b>Asset and investment sales</b>	-	-	-	-	-	-
<b>Total receipts</b>	22,698	-	22,698	24,146	500	24,646
<b>PAYMENTS</b>						
Musical director	9,388	-	9,388	4,700	-	4,700
Musical project costs	586	3,041	3,627	2,161	14,583	16,745
Musician fees (non-members)	517	-	517	954	-	954
Rent / Hire of rooms	3,044	-	3,044	351	-	351
Advertising	-	-	-	-	-	-
Insurance	-	-	-	239	-	239
Website maintenance / Digital media	690	-	690	152	-	152
Merchandise	-	-	-	-	-	-
Sundry	682	-	682	559	-	559
Orchestra administration costs	2,748	-	2,748	4,357	-	4,356
Sound technician costs	830	-	830	1,587	-	1,587
Musical equipment	-	-	-	-	-	-
Glastonbury costs	-	-	-	5,649	-	5,649
<b>Asset and investment purchases</b>	-	-	-	450	-	450
<b>Total payments</b>	18,485	3,041	21,526	21,159	14,583	35,742
<b>Net of receipts/(payments)</b>	4,213	3,041	1,172	2,987	14,083	- 11,096
<b>Transfer between funds</b>	-	-	-	-	-	-
<b>Cash funds last year end</b>	9,792	5,034	14,826	6,805	19,117	25,922
<b>Cash funds this year end</b>	14,005	1,993	15,998	9,792	5,034	14,826

## Statement of Assets and Liabilities

		2024	2024	2024
Details	Unrestricted	Restricted	Total	
	£	£		£
<b>Cash funds</b>	Cash at bank	14,456	1,541	15,998
<b>Other monetary assets</b>		-	-	-
<b>Investment assets</b>		-	-	-
<b>Assets retained for the charity's own use</b>	Merchandise	1,730	-	1,730
	Musical equipment	7,903	-	7,903
<b>Liabilities</b>	Creditors	-	-	-
		2023	2023	2023
Details	Unrestricted	Restricted	Total	
	£	£		£
<b>Cash funds</b>	Cash at bank	10,243	4,583	14,826
<b>Other monetary assets</b>		-	-	-
<b>Investment assets</b>		-	-	-
<b>Assets retained for the charity's own use</b>	Merchandise	1,730	-	1,730
	Musical equipment	7,903	-	7,903
<b>Liabilities</b>	Creditors	-	-	-

The financial statements were approved by the trustees, and authorised for issue on 30 July 2025 and signed on their behalf by:



.....  
 Arusha McKenzie  
 Trustee  
 30 July 2025

**THE BRISTOL REGGAE ORCHESTRA**

England & Wales - Charity number 1180167

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# Accounts

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# **The Bristol Reggae Orchestra**

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Annual report and Unaudited Financial Statements

**For the year ended 30 September 2023**

**The Bristol Reggae Orchestra  
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**The Bristol Reggae Orchestra  
Reference and Administrative Details**

<b>Charity Registration Number</b>	1180167
<b>Patron</b>	Gary Crosby OBE
<b>Chair</b>	Arusha McKenzie (since January 2024) Arden Tomison (until January 2024)
<b>Orchestra Leader</b>	Norma Purnell (appointed August 2023)
<b>Choir Leader</b>	Melanie Otto
<b>Trustees during the year</b>	Arusha McKenzie Barrington Chambers Kat Branch Kevin Millwood Norma Daykin Sharon Folland Rebecca Scott Kristian Sharpe Wesley Guinchard-Cox Arden Tomison (resigned January 2024) Adam Wilson (resigned October 2023)
<b>Treasurers</b>	Sue Lamble (Orchestra) and Marie James (Choir)
<b>Musical Director</b>	Ben Jenkins
<b>Choir Director</b>	Orgena Rose (until February 2024) Kim Samuels (since April 2024)
<b>Principal Address</b>	Malcolm X Community Centre 141 City Road Bristol BS2 8YH
<b>Bankers</b>	Lloyds
<b>Charity Website</b>	<a href="https://www.bristolreggaeorchestra.com/">https://www.bristolreggaeorchestra.com/</a>

## **Report on activities - Orchestra and Choir**

### Bristol Reggae orchestra

What a year we've had! A group of unrelated people playing our individual instruments for the love of music. At times working alongside the now up and (almost) independent Windrush Reggae Choir. We went to Glastonbury Festival, performing on the Pyramid Stage – opening for Sir Elton John himself, alongside Sophie Ellis-Bextor.

### Community

We continued the Reaching Out programme through the summer of 2023. As well as workshops with schools and mid-term youth programmes, the orchestra performed at the local community centre at Filwood in Knowle West and partnered with the Bristol Beacon's grand opening.

### Choir

Although the choir is almost independent of the orchestra in the running and the management committees, the orchestra is still involved for support and guidance. We hold joint committee meetings as and when needed. Amongst other events, the choir performed independently at the SS Great Britain to support their inaugural Windrush celebration event. The choir continues to bring in new members, raising the profile of both the Orchestra and the Choir, thus leading to further performances. The choir continues into 2024 with a new leader Kim Samuels.

### Operations

We are currently recruiting for a 16 hour per month role to assist with administration on the charity.

The Management Committee has been reinstated and meets on a 6-weekly basis. There are also several sub-committees who oversee key areas of the organisation such as music development and asset management. I am grateful to the extremely dedicated team of member volunteers who support these operations. We have made updates to the website to streamline booking processes by introducing an integrated booking form, publicising rates and a new FAQs section. This piece of work is ongoing and there are plans in place to further improve this platform.

We are looking forward to various joint performance events at Valley Festival and others.

We are in consultation with our members about a proposed structure of governance that would see new, paid roles for the orchestra, skills development for members, development of the youth music and outreach programme, and support for the choir.

### Singers

We are planning a pool of singers to support the orchestra on various tracks which will be led by the BRO musical director and WRC music leader.

Overall, we have enjoyed a happy year supporting the communities we live in.

**Norma Purnell**  
**Orchestra Leader**

## **Trustees Report**

The trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2023.

### **Objectives and activities**

#### *Objectives and aims*

The objectives of the charity are to advance the art of music, particularly reggae and other related music genres of Jamaican origin for the benefit of the public by performing and providing opportunities to develop musical skills.

#### *Public benefit*

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### *Achievements and performance*

During the course of the year the Windrush Choir has been incorporated into the charity and a number of successful joint performances have been given. Both the choir and the Orchestra are excited by this new partnership and future joint performances continue to be identified and planned. The orchestra performed for the local community of Montpelier at its annual Guy Fawkes celebrations. The charity also continued to serve the community of St. Paul's in which it was founded and held open sessions of music and singing for its elders and the wider community.

During this year a number of new trustees joined the board whilst Adam Wilson stepped down. Arden Tomison also chose to step down from the board of trustees in January 2024 due to ill health. Arden joined the Orchestra in 2012, became Orchestra Leader in 2017 and joined the board in 2018. He remains a playing member of the orchestra and we look forward to his continued contribution to the charity in a musical capacity.

Arusha McKenzie – appointed 14/02/2023  
Kristian Sharpe – appointed 14/02/2023  
Sharon Folland – appointed 16/03/2023  
Wesley Guinchard-Cox – appointed 15/05/2023  
Rebecca Scott – appointed 19/09/2023

Rebecca Scott chose to step down as leader of the orchestra during the year, subsequently joining the board of trustees instead. Norma Purnell assumed the role of leader of the orchestra.

In February 2024 Orgena Rose chose not to accept a renewed contract as choir leader and subsequently left the role. This role was subsequently taken up by Kim Samuels.

During the course of the year board meetings returned to being mainly in person, although remote attendance was maintained as an option for those who found it useful after the pandemic.

The Bristol City Council Imagination Grant applied for in the year ending 2022 was not successful due to administration errors by Bristol City Council resulting in the fund offering being withdrawn.

In summary, the choir has been successfully integrated into the charity and the post year-end task of finding a new Choir Director was handled in a swift and successful fashion, involving a minimal hiatus with Kim Samuels assuming the role just a few weeks later.

Thanks are due to all Trustees, to the Orchestra Leader, Norma Purnell, and especially our Orchestra Music Director, Ben Jenkins, our former Choir Leader, Orgena Rose, and our current Choir Leader, Kim Samuels.

### ***Financial review***

The total cash fund position at the end of the period was £14,826 (Unrestricted funds: £9,792, restricted funds £5,034). The Charity reports a deficit during the period of £11,096 (Unrestricted funds: a surplus of £2,987, restricted funds: a deficit of £14,083).

The Windrush Choir joined the Bristol Reggae Orchestra Organisation during the year. This is the first year that their finances will be reflected in the accounts. The choir does not currently have its own bank account, the choir is in the process of setting one up and will have one in the year ended 2024.

### ***Income***

The Charity received total income of £24,646, meaning that there was no need for an independent examination of the accounts.

Income from members subscriptions to the orchestra and the choir totalled £5,526 (2022: £3,009). Members continue to remain committed to paying their subscription fees and it is recognised that these fees enable the Charity to meet its minimum annual operating costs, as reflected in the Statement of Receipts of Payments.

In 2022 the charity received a restricted grant from Windrush Choir Fund, £21,998, at year-beginning the remaining £14,584 of this grant that remained unspent from the prior year was required to be spent during the year and eventually only £303 of this remained unspent and needed to be returned to the Windrush Choir Fund. A breakdown of the grant expenditure can be seen at **note 1** to the statement of receipts and payments.

The charity received performance income which generated £14,011 of income as a result of playing at a number of gigs, the most notable being the joint gigs at Glastonbury Festival and Bristol Harbour Festival from which the charity received fee income of £4,050.

The Charity has begun claiming gift aid this year for the first time and will do so on an ongoing basis going forward.

### ***Expenditure***

The Charity's core operating costs were £4,436 (2022: £4,692), which is roughly consistent with the prior year. The Charity incurred costs of £351 (2022: £1,380) in relation to the hire of rehearsal spaces, a reduction due to the Malcolm X Centre experiencing staffing issues during the year and consequently not invoicing the organisation for the usage of their space. These invoices were issued post year-end and will be reflected in the accounts for the year ended 30/09/2024.

Musical Director's fees were £4,700 for the orchestra and the choir (2022: £1,635), an increase which is a result of the increase in activities throughout the year, as described above. The charity recognises the significant commitment and key role of the Musical Directors.

The charity spent all but the £303 of the Windrush Choir Grant that was awarded to the charity in 2022, with the remainder being returned to the Church Urban Fund.

### *Plans for future periods*

#### *Grant funding applications*

As noted in last year's report, the organisation applied for a grant from the Arts Council post year-end. This application was sadly unsuccessful, the reasons given being that the application was undeveloped in nature and insufficiently detailed. The trustees will take learnings from this and are assessing the options available for furthering the long-term goals of the organisation. Decisions will be taken on this issue in due course and this matter will be reported on in the 2024 trustees' report.

#### *Structure, governance and management*

The Bristol Reggae Orchestra is a registered charitable incorporated organisation (CIO) and is governed by its constitution dated 2 October 2018. The CIO was registered with the Charity Commission on 2 October 2018.

During the preparation of the annual return, it became clear that the charity did not have policies and procedures for the following areas: safeguarding, serious incident reporting, internal risk management and social media. The trustees are aware of this and are endeavouring to put these policies and procedures in place by the end of the year ended 30/09/2024.

The CIO is administered by the Board of Trustees. The Board has begun to meet more frequently than its original quarterly basis to accommodate the additional work arising from the projects. A management committee and formal action groups are appointed to assist with orchestral section management, planning, development, communications and finance who meet every 6 weeks.

The action groups consist of the following:

**Finances and income:** responsible for managing the money, generating income, pursuing funding opportunities, sales and merchandising

**Membership:** responsible for managing recruitment, keeping a balance of musicians, involving members and volunteers, running rehearsals with refreshments

**Musical development:** responsible for working closely with the Musical Director to define our repertoire, manage the music library, commission new works and arrangements, seek educational and funded projects.

**Media and marketing:** responsible for publicity, recruitment strategies, managing social media and web-based activity, marketing and point of contact for bookings.

**Performance logistics:** responsible for maintenance and storage of all equipment, managing all aspects of performances including contracts, liaison, logistics (including transport), set-ups and take-downs.

#### **Recruitment and appointment of trustees**

Trustees are appointed at the Annual General Meeting and are appointed on the basis of their skills and relevant experience to meet the objects of the charity. Trustees are elected by the membership to serve terms of one year and are eligible for re-election at the next Annual General Meeting.

## **Induction and training of trustees**

Once appointed, new trustees are fully briefed by the board with regard to:

- their obligations as members of the Board of Trustees, including relevant publications from the Charity Commission;
- relevant documentation regarding the legal framework of the charity, e.g. Constitution;
- relevant financial information as set out in the most recent published annual accounts;
- strategic plans and objectives.

## ***Reserves Policy***

The Charity recognises that it requires a certain level of funding in order to meet its core operational activities. The Charity anticipates holding one year's operating costs in reserve which will be monitored by the Treasurer and Board of Trustees on a regular basis.

## **Declaration**

The trustees declare that they have approved the trustee's report above. Signed on behalf of the charity's trustees:



.....  
**Arusha McKenzie**

Trustee

26 July 2024

## Statement and Receipts and Payments

		2023	2023	2023	2022	2022	2022
		Unrestricted funds £	Restricted funds £	Total Funds £	Unrestricted funds £	Restricted funds £	Total Funds £
<b>RECEIPTS</b>							
Donations, legacies, grants	<b>Note 1</b>	3,185	500	3,685	183	25,580	25,763
Membership subscriptions		5,526	-	5,526	3,009	-	3,009
Performance income		9,961	-	9,961	4,225	-	4,225
Merchandise sales		-	-	-	-	-	-
Glastonbury income		4,050	-	4,050	-	-	-
Other income		1,425	-	1,425	-	-	-
<b>Asset and investment sales</b>		-	-	-	-	-	-
<b>Total receipts</b>		24,146	500	24,646	7,417	25,580	32,997
<b>PAYMENTS</b>							
Musical director		4,700	-	4,700	1,635	-	1,635
Musical project costs	<b>Note 1</b>	2,161	14,583	16,745	440	10,337	10,777
Musician fees (non- members)		954	-	954	370	-	370
Rent / Hire of rooms		351	-	351	1,380	-	1,380
Advertising		-	-	-	-	-	-
Insurance		239	-	239	193	-	193
Website maintenance / Digital media		152	-	152	207	-	207
Merchandise		-	-	-	378	-	378
Sundry Orchestra administration costs		559	-	559	89	-	89
Sound technician costs		4,357	-	4,357	-	-	-
Sound technician costs		1,587	-	1,587	-	-	-
Musical equipment		-	-	-	-	-	-
Glastonbury costs		5,649	-	5,649	-	-	-

<b>Asset and investment purchases</b>	450	-	450	-	448	448
<b>Total payments</b>	21,159	14,583	35,742	4,692	10,785	15,477
<b>Net of receipts/(payments)</b>	2,987	14,083	11,096	2,725	14,795	17,520
<b>Transfer between funds</b>	-	-	-	-	-	-
<b>Cash funds last year end</b>	6,805	19,117	25,922	4,080	4,322	4,080
<b>Cash funds this year end</b>	9,792	5,034	14,826	6,805	19,117	25,922

### Statement of Assets and Liabilities

Details	2023 Unrestricted £	2023 Restricted £	2023 Total £
<b>Cash funds</b>			
Cash at bank	9,792	5,034	14,826
<b>Other monetary assets</b>	-	-	-
<b>Investment assets</b>	-	-	-
<b>Assets retained for the charity's own use</b>			
Merchandise	1,730	-	1,730
Musical equipment	7,903	-	7,903
<b>Liabilities</b>			
Creditors	-	-	-

Details	2022 Unrestricted £	2022 Restricted £	2022 Total £
<b>Cash funds</b>			
Cash at bank	6,805	19,117	25,922
<b>Other monetary assets</b>	-	-	-
<b>Investment assets</b>	-	-	-
<b>Assets retained for the charity's own use</b>			
Merchandise	1,730	-	1,730
Musical equipment	7,903	-	7,903
<b>Liabilities</b>			
Creditors	-	-	-

## Note to the Statement of Receipts and Payments

### Note 1

#### Restricted funds

##### Breakdown of grant receipts and payments

	BCC - Reaching Out £	Windrush Choir £	Co-Op Community Fund £	Total £
Balance Brought Forward 1 October 2022	1,490	14,584	3,043	19,117
<b>Total receipts during year:</b>	500	-	-	500
<b>Payment:</b>				
<b>Musical project posts:</b>				
Project co-ordination	-	(4,183)	-	
Workshop lead	-	0	-	
Workshop musicians	-	0	-	
Choir room hire	-	(848)	-	
Launch events - musical director	-	0	-	
Launch Events - sound engineer	-	0	-	
Launch Events - publicity	-	0	-	
Launch Events - photography	-	(88)	-	
Choir development	-	(2,475)	-	
Orchestra development	-	(950)	-	
Photographic record	-	(1,850)	-	
New composition	-	(1,000)	-	
Gala performance	-	(1,445)	-	
Gala expenses	-	(1,442)	-	
Other project expenses	-	0	-	
Funds returned to provider	-	(303)	-	
Subtotal	0	(14,584)	0	(14584)
Asset purchase (bass amplifier)	-	-	(450)	(450)
<b>Total payment during year</b>	0	(14,584)	(450)	(15,034)
Balance Carried Forward 30 September 2023	1,990	0	2,593	4,582

	<b>BCC - Reaching Out £</b>	<b>Windrush Choir £</b>	<b>Co-Op Community Fund £</b>	<b>Total £</b>
Balance Brought Forward <b>1 October 2021</b>	4,322	-	-	4,322
<b>Total receipts during year:</b>	-	21,998	3,582	25,580
<b>Payment:</b>				
Musical Project Costs:				
Project co-ordination	(755)	(2,350)	-	(3,105)
Workshop lead	(1,388)	-	-	(1,388)
Workshop musicians	(459)	-	-	(459)
Launch events - musical director	-	(240)	-	(240)
Launch Events - sound engineer	-	(100)	-	(100)
Launch Events - publicity	-	(242)	-	(242)
Launch Events - photography	-	(150)	-	(150)
Choir development	-	(1,450)	-	(1,450)
Photographic record	-	(1,500)	-	(1,500)
New composition	-	(1,125)	-	(1,125)
Other project expenses	(230)	(257)	(91)	(578)
Subtotal	(2,832)	(7,414)	(91)	(10,338)
Asset purchase (bass amplifier)	-	-	(448)	(448)
<b>Total payment during year</b>	(2,832)	(7,414)	(539)	(10,786)
Balance Carried Forward <b>30 September 2022</b>	<b>1,490</b>	<b>14,584</b>	<b>3,043</b>	<b>19,117</b>

The financial statements were approved by the trustees, and authorised for issue on 26th of July 2024 and signed on their behalf by:



Arusha McKenzie  
Trustee  
26 July 2024

**THE BRISTOL REGGAE ORCHESTRA**

England & Wales - Charity number 1180167

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# Accounts

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# **The Bristol Reggae Orchestra**

Charity registration number: 1180167  
Annual report and Unaudited Financial Statements

**For the year ended 30 September 2022**

## **The Bristol Reggae Orchestra Contents**

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**The Bristol Reggae Orchestra  
Reference and Administrative Details**

<b>Charity Registration Number</b>	1180167
<b>Patron</b>	Gary Crosby OBE
<b>Chair</b>	Arden Tomison
<b>Leader</b>	Rebecca Scott (appointed February 2022)
<b>Trustees</b>	Adam Wilson Arden Tomison Barrington Chambers Kat Branch Kevin Millwood Mark Spence Norma Daykin
<b>Treasurer</b>	Sue Lamble
<b>Musical Director</b>	Ben Jenkins
<b>Principal Address</b>	Malcolm X Community Centre 141 City Road St Pauls Bristol BS2 8YH
<b>Bankers</b>	Lloyds
<b>Independent Examiner</b>	Natalie Binstead-Wey, BW Business Advisers
<b>Charity Website</b>	<a href="https://www.bristolreggaeorchestra.com/">https://www.bristolreggaeorchestra.com/</a>

## **The Bristol Reggae Orchestra Orchestra Lead Report**

It has been a busy time for Bristol Reggae Orchestra and one of the most exciting I've known. Reporting on the period following my appointment in February 2022, BRO have continued to run regular rehearsals, progressed work with schools and community groups and performed at several events. We also secured significant funding from the Windrush Grant scheme that has enabled the introduction of a reggae choir.

### **Community**

We continued the Reaching Out programme through the summer of 2022. As well as workshops with schools in Lawrence Weston and Hartcliffe, the orchestra performed at local community centres and partnered with the Bristol Recovery Orchestra.

### **Choir**

A Reaching Out review meeting held in April 2022 identified the Windrush grant scheme as a potential avenue to continue our community programme. The aim was to create a vocal ensemble, visual record and a series of events that celebrated the achievements of the Windrush generation alongside community partners. We were delighted to be successful in this application and were awarded a grant of £21,998, the third highest grant in the Southwest.

The year following has seen the Orchestra go from strength to strength. The newly titled Bristol Windrush Reggae Choir has been incredibly successful in bringing in new members, raising the profile of the Orchestra and leading to performances on Windrush Day, at St Pauls Carnival picnic, Bristol Beacon and TedX in Bath. The choir hopes to continue into 2023.

### **Operations**

We appointed a Digital Marketing Officer whose online documentation of the orchestra more than doubled our following on social media platforms and kept us prominent in the public domain. We had an excellent Windrush Choir Coordinator who delivered on all aims and we brought an Administrator on-board to support our filing systems and comms.

The Management Committee has been reinstated and meet on a 6-weekly basis. There are also several sub-committees who oversee key-areas of the organisation such as music development and asset management. I am grateful to the extremely dedicated team of member volunteers who support these operations.

We have made updates to the website to streamline booking processes, introducing an integrated booking form, publicising rates and a new FAQs section. We plan to dedicate time on improving this platform later in 2023.

### **Looking forward.**

We are in consultation with our members about a proposed structure of governance that would see new, paid roles for the orchestra, skills development for members, a youth music / outreach programme and support for the choir. We aim to submit an application to Arts Council England in 2023 to fund this work.

**Rebecca Scott  
Orchestra Lead**

## **The Bristol Reggae Orchestra Trustee Report**

The Trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2022.

### **Objectives and activities**

#### *Objects and aims*

The objects of the charity are to advance the art of music, particularly reggae and music of Jamaican origin for the benefit of the public by performing such music to the public and providing opportunities to develop musical skills.

#### *Public benefit*

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### *Achievements and performance*

This reporting period still required us to adapt to overcome continuing problems arising from the Covid pandemic. Most Board meetings continued to be held remotely and although live rehearsals had recommenced, many members were cautious about returning. We focussed on internal housekeeping to update our asset register, scope the need for self-sufficiency in sound equipment and re-establish the committee structure. This last issue highlighted the need for a formal Leader's role with paid administrative support which was agreed at AGM in February 2022. Member Becky Scott was appointed to the Leader role and has made a palpable difference to the running of the Orchestra with her energy, enthusiasm and skills. Finally, the Board recognised the need to appoint more Trustees and commenced a recruitment drive which came to fruition towards the end of this period and which will be reported on next year.

In addition to the internal focus we concentrated on making connections with organisations and neighbours to help build the return to performing, partnered with St George's Bristol to deliver a sell-out concert, concluded the Real Photography Company's Windrush project with a world premiere performance of their commissioned piece and delivered 3 invited schools workshops as well as a series of summer workshops for the Malcolm X Centre Youth projects.

Our "Reaching Out" programme of musical workshops from the award of £5,000 funding from Bristol City Council's Arts and Culture Fund was a major focus throughout the year and delivered a total of 12 workshops and performances involving over 220 participants before concluding in June 2022 having over-delivered on the original plan.

We have applied for a 3 year Imagination Fund grant from Bristol City Council to expand and develop this outreach programme further but await the outcome of that bid.

A bid to the Windrush Fund of The Department of Levelling Up, Housing and Communities resulted in the award of £21,998 to establish a Community Choir over a short 6 month window. Under Becky Scott's guidance with support from the Trustees, Project Co-ordinator Suzi McKenzie delivered a highly successful programme recruiting over 40 members to the choir under the professional direction of Orgena Rose. The Choir delivered a gala performance including new compositions at The Bristol Beacon in October and has since become established as an ongoing entity.

## **The Bristol Reggae Orchestra Trustee Report**

In summary, a necessary period of consolidation has resulted in a confident return to business as usual but with funding successes we have been able to build positively on our brand, establishing ourselves more solidly in the cultural fabric of the city. The new structure of Leadership with freelance admin and marketing support is paying dividends and the end of this period with its attendant successes has allowed us to think more strategically about our future and concluded with the prospect of undertaking a significant organisational development programme in the coming years.

Thanks are due to all Trustees who have steered the Orchestra through some difficult times, to Leader Becky Scott and the freelance team in particular our project co-ordinators and especially our Music Director, Ben Jenkins.

### ***Financial review***

The total cash fund position at the end of the period was £25,922 (Unrestricted funds: £6,805, restricted funds £19,117). The Charity reports a surplus during the period of £17,520 (Unrestricted funds: £2,725, restricted funds £14,795).

### ***Income***

Income from members subscriptions totalled £3,009 (2021: £2,500). Members continue to remain committed to paying their subscription fees and it is recognised that these fees enable the Charity to meet its minimum annual operating costs, as reflected in the Statement of Receipts of Payments.

During the period the Charity received a restricted grant from Windrush Choir Fund, £21,998, and the Co-op Community Fund £3,582. A breakdown the grant expenditure can be seen at **note 1** to the statement of receipts and payments. A significant part of the Windrush grant was required to be spent by December 2022. Both projects have been an extremely busy time yet rewarding part of the past year.

The Orchestra was able to attend and play at 4 gigs and host 2 school workshops which generated an income of £4,225 (2021: £813). This has partly been a result of the “reopening” of the music scene since the easing of the pandemic in 2021/2022.

### **Expenditure**

The Charity’s core operating costs were £4,692 (2021: £2,716), an increase partly due to the return to “normal” day to day activities. The Charity incurred costs of £1,380 (2021: £548) in relation to the hire of rehearsal spaces, a significant increase, however this was due to a bill received in the year ended 30 September 2022, which in fact related to the previous financial year.

Musical Director’s fees were £1,635 (2021: £830) an increase which is a result of the increase in activities throughout the year, as described above. The Charity recognises the significant commitment and key role of the Musical Director. The orchestra committee and Board of Trustees have agreed that the Musical Director’s fees are increased in line with the Musician Union rates from February 2023.

### ***Investment in assets***

The Charity would like to become self-sufficient particularly in sound set-up for small gigs and only call on ‘sound tech’ input for major performances. This will reduce musical project costs and upskill members. It will require the Charity to however to invest in a certain amount of sound equipment, a

## **The Bristol Reggae Orchestra Trustee Report**

correct storage set-up and a user workshop to understand the operation and impact. It is proposed to set-aside provision of £1,000 to enable this future investment.

In addition, an extensive stock take of the musical equipment held by the Charity was carried out and a number of items had previously been omitted from the register of assets. The Charity has updated the level of assets, which is reflected in the Statement of Assets and Liabilities.

### ***Plans for future periods***

As noted earlier, our successes in the latter part of this period, in particular the successful establishment of The Windrush Choir, has allowed us to develop a strategic vision for the future which under an enhanced Board will provide the opportunity significant organisational development. We will be applying for Arts Council England funding to help with the process and will report on that next time.

### ***Structure, governance and management***

The Bristol Reggae Orchestra is a registered charitable incorporated organisation (CIO) and is governed by its constitution dated 2 October 2018. The CIO was registered with the Charity Commission on 2 October 2018.

The CIO is administered by the Board of Trustees. The Board has begun to meet more frequently than its original quarterly basis to accommodate the additional work arising from the projects. A management committee and formal action groups are appointed to assist with orchestral section management, planning, development, communications and finance who meet every 6 weeks.

The Board recognises The Bristol Reggae Orchestra members are the integral part of the orchestra and the Board continually seeks to listen to the important voice of its members in order to meet the charity aims and objectives.

The action groups consist of the following:

**Finances and income:** responsible for managing the money, generating income, pursuing funding opportunities, sales and merchandising

**Membership:** responsible for managing recruitment, keeping a balance of musicians, involving members and volunteers, running rehearsals with refreshments

**Musical development:** responsible for working closely with the Musical Director to define our repertoire, manage the music library, commission new works and arrangements, seek educational and funded projects.

**Media and Marketing:** responsible for publicity, recruitment strategies, managing social media and web-based activity, marketing and point of contact for bookings.

**Performance logistics:** responsible for maintenance and storage of all equipment, managing all aspects of performances including contracts, liaison, logistics (including transport), set-ups and take-downs.

## **The Bristol Reggae Orchestra Trustee Report**

### **Recruitment and appointment of Trustees**

Trustees are appointed at the Annual General Meeting and are appointed on the basis of their skills and relevant experience to meet the objects of the charity. Trustees are elected by the membership to serve terms of one year and are eligible for re-election at the next Annual General Meeting.

### **Induction and training of trustees**

Once appointed, new trustees are fully briefed by the Board with regard to:


- their obligations as members of the Board of Trustees, including relevant publications from the Charity Commission;
- relevant documentation regarding the legal framework of the charity, e.g. Constitution;
- relevant financial information as set out in the most recent published annual accounts;
- strategic plans and objectives.

### ***Reserves Policy***

The Charity recognises that it requires a certain level of funding in order to meet its core operational activities. The Charity anticipates holding one year's operating costs in reserve which will be monitored by the Treasurer and Board of Trustees on a regular basis.

### **Declaration**

The Trustee's declare that they have approved the Trustee report above. Signed on behalf of the charity's trustees:



.....  
**Arden Tomison**

Trustee

18 July 2023

**The Bristol Reggae Orchestra**  
**Statement of Receipts and Payments**

		2022	2022	2022	2021	2021	2021
		Unrestricted funds £	Restricted funds £	Total Funds £	Unrestricted funds £	Restricted funds £	Total Funds £
<b>RECEIPTS</b>							
Donations, legacies, grants	Note 1	183	25,580	25,763	797	4,500	5,297
Membership subscriptions		3,009	-	3,009	2,500	-	2,500
Performance income		4,225	-	4,225	813	-	813
Merchandise sales		-	-	-	-	-	-
<b>Asset and investment sales</b>		-	-	-	-	-	-
<b>Total receipts</b>		7,417	25,580	32,997	4,110	4,500	8,610
<b>PAYMENTS</b>							
Musical director		1,635	-	1,635	830	-	830
Musical project costs	Note 1	440	10,337	10,777	950	143	
Musician fees (non-members)		370	-	370	30	-	30
Rent / Hire of rooms		1,380	-	1,380	548	-	548
Advertising		-	-	-	-	35	35
Insurance		193	-	193	180	-	180
Website maintenance / Digital media		207	-	207	178	-	178
Merchandise		378	-	378	-	-	-
Sundry		89	-	89	-	-	-
<b>Asset and investment purchases</b>		-	448	448	-	-	-
<b>Total payments</b>		4,692	10,785	15,477	2,716	178	1,801
<b>Net of receipts/(payments)</b>		2,725	14,795	17,520	1,394	4,322	6,809
<b>Transfer between funds</b>		-	-	-	-	-	-
<b>Cash funds last year end</b>		4,080	4,322	4,080	2,686	-	2,686
<b>Cash funds this year end</b>		6,805	19,117	25,922	4,080	4,322	8,402

**The Bristol Reggae Orchestra**  
**Statement of Assets and Liabilities**

	<b>2022</b>	<b>2022</b>	<b>2022</b>
<b>Details</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash funds</b>			
Cash at bank	6,805	19,117	25,922
<b>Other monetary assets</b>	-	-	-
<b>Investment assets</b>	-	-	-
<b>Assets retained for the charity's own use</b>			
Merchandise	1,730	-	1,730
Musical equipment	7,903	-	7,903
<b>Liabilities</b>			
Creditors	-	-	-
	<b>2021</b>	<b>2021</b>	<b>2021</b>
<b>Details</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash funds</b>			
Cash at bank	8,402	-	8,402
<b>Other monetary assets</b>	-	-	-
<b>Investment assets</b>	-	-	-
<b>Assets retained for the charity's own use</b>			
Merchandise	2,283	-	2,283
Musical equipment	3,858	-	3,858
<b>Liabilities</b>			
Creditors	-	-	-

**The Bristol Reggae Orchestra**  
**Note to the Statement of Receipts and Payments**

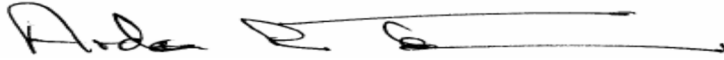
**Note 1**

**Restricted funds**

	<b>BCC - Reaching Out £</b>	<b>Windrush Choir £</b>	<b>Co-Op Community Fund £</b>	<b>Total £</b>
Balance Brought Forward <b>1 October 2021</b>	4,322	-	-	4,322
<b>Total receipts during year:</b>	-	21,998	3,582	25,580
<b>Payment:</b>				
Musical Project Costs:				
Project co-ordination	(755)	(2,350)	-	(3,105)
Workshop lead	(1,388)	-	-	(1,388)
Workshop musicians	(459)	-	-	(459)
Launch events - musical director	-	(240)	-	(240)
Launch Events - sound engineer	-	(100)	-	(100)
Launch Events - publicity	-	(242)	-	(242)
Launch Events - photography	-	(150)	-	(150)
Choir development	-	(1,450)	-	(1,450)
Photographic record	-	(1,500)	-	(1,500)
New composition	-	(1,125)	-	(1,125)
Other project expenses	(230)	(257)	(91)	(578)
Subtotal	(2,832)	(7,414)	(91)	(10,338)
Asset purchase (bass amplifier)	-	-	(448)	(448)
<b>Total payment during year</b>	(2,832)	(7,414)	(539)	(10,786)
Balance Carried Forward <b>30 September 2022</b>	<b>1,490</b>	<b>14,584</b>	<b>3,043</b>	<b>19,117</b>
	<b>BCC - Reaching Out £</b>	<b>Windrush Choir £</b>	<b>Co-Op Community Fund £</b>	<b>Total £</b>
Balance Brought Forward <b>1 October 2020</b>	-	-	-	-
<b>Receipt</b>	4,500	-	-	4,500
<b>Payment:</b>				
Musical Project Costs	(143)	-	-	(143)
Advertising	(35)	-	-	-
Balance Carried Forward <b>30 September 2021</b>	4,322	-	-	4,322

## The Bristol Reggae Orchestra

The financial statements were approved by the trustees, and authorised for issue on 18 July 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Arden Tomison', with a long horizontal flourish extending to the right.

.....  
Arden Tomison  
Trustee



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Bristol Reggae Orchestra

**On accounts for the year  
ended**

30 September 2022

**Charity no  
(if any)**

1180167

**Set out on pages**

1-2

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 September 2022.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

14 July 2023

**Name:**

Natalie Binstead-Wey on behalf of BW Business Accountants and Advisers Limited

**Relevant professional  
qualification(s) or body  
(if any):**

ICAEW  
CIOT

**Address:**

Henleaze Business Centre

Harbury Road

Bristol BS9 4PN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**THE BRISTOL REGGAE ORCHESTRA**

England & Wales - Charity number 1180167

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# Accounts

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Charity registration number: 1180167

**The Bristol Reggae Orchestra**  
Annual report and Unaudited Financial Statements

For the year ended 30 September 2021



**The Bristol Reggae Orchestra  
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**The Bristol Reggae Orchestra**  
**Reference and Administrative Details**

<b>Charity Registration Number</b>	1180167
<b>Patron</b>	Gary Crosby OBE
<b>Trustees</b>	Adam Wilson Arden Tomison (Chair) Barrington Chambers Kat Branch Kevin Millwood Mark Spence Norma Daykin
<b>Leader</b>	Rebecca Allen (appointed Spring 2022)
<b>Treasurer</b>	Sue Lamble
<b>Music Director</b>	Ben Jenkins
<b>Principal Address</b>	Malcolm X Community Centre 141 City Road St Pauls Bristol BS2 8YH
<b>Bankers</b>	Lloyds

**Page 1**  
**The Bristol Reggae Orchestra**  
**Trustee Report**

The Trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2021.

**Objectives and activities**

*Objects and aims*

The objects of the charity are to advance the art of music, particularly reggae and music of Jamaican origin for the benefit of the public by performing such music to the public and providing opportunities to develop musical skills.

*Public benefit*

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

*Achievements and performance*

The beginning of this reporting period was still overshadowed by the restrictions imposed by the public health emergency. Virtual meetings (including the AGM) continued but there was no return to live “in-the room” rehearsals until May 2021.

This limited income from subscriptions and impaired membership recruitment. However, our return to playing was given a fillip at the end of 2020 by the award of £5,000 (£4,500 received in period) funding from Bristol City Council’s Arts and Culture Fund to develop a music outreach programme around the city in schools, youth centres and community venues.

This “Reaching Out” programme began in earnest in summer 2021 with the appointment of a project co-ordinator who developed a challenging programme for us to run from the autumn of that year. With subsequent Covid-induced delays the project continues to run and will conclude in mid-2022.

The formal outcomes will be reported next year but we seem to have discovered a genuine hunger for community instrumental music-making around the city which will inform future funding bids.

As we returned to rehearsals we began to attract new members, commissioned new works and delivered our only live performance of this reporting period at a sold out St George’s Bristol in August generating a performance income of £813 and winning a lot of friends.

In summary, we have survived the challenges of the pandemic, we have a sustainable financial position thanks to our membership and sponsors and have an exciting programme of activity to look forward to in the year ahead.

**Page 2**  
**The Bristol Reggae Orchestra**  
**Trustee Report (continued)**

***Financial review***

The total cash fund position at the end of the period was £8,402 (Unrestricted funds: £4,080, restricted funds £4,322). The Charity reports a surplus during the period of £5,716 (Unrestricted funds: £1,394, restricted funds £4,322).

Income from members subscriptions totalled £2,500 (2020: £2,259) an increase on the previous year due in part to the membership fee increase and the increased use of direct debit. Members continue to remain committed to paying their subscription fees and it is recognised that these fees enable the Charity to meet its minimum annual operating costs, as reflected in the Statement of Receipts of Payments.

Rehearsals only restarted at the end of May 2021, due to the restrictions of covid and the safety of the members, so there were only 10 in the year compared to the normal 22 which would take place in an ordinary year. This demonstrates the members continued commitment to subscriptions despite the inability to rehearse formally and take part in performances.

During the period the Charity received a restricted grant from Bristol City Council (“BCC”) of £4,500 (2020: nil) in relation to the “Reaching Out” Project. Due to the pandemic, the majority of the restricted grant expenditure will be incurred in the next financial year.

Efforts are ongoing to seek and attract grant funding to support the development of the orchestra and engagement with communities across Bristol.

The pandemic impacted the first seven months of the year during however several promotional videos and exciting new compositions were produced (cost included in “musical project costs” within the statement of Receipts and Payments).

The Charity expects to be able to return to attending performances and providing workshops in future periods and expects income in relation to performance income and donations to increase in future. Financially, the Charity has weathered the pandemic well and remains in a strong position to meet its objectives and plans for future periods.

The Treasurer and Board of Trustees would like to thank all members and donors for supporting the Orchestra, through what has been a difficult few years.

***Plans for future periods***

The year ended with huge promise. As we look to the future, we are in active collaboration with a local partner organisation to develop new music with performances for their Windrush Generation project, new commissioned pieces are in rehearsal.

We are exploring funding opportunities with other partners and our Reaching Out project will begin in earnest which will take us around the city engaging with local communities.

***Structure, governance and management***

The Bristol Reggae Orchestra is a registered charitable incorporated organisation (CIO) and is governed by its constitution dated 2 October 2018. The CIO was registered with the Charity Commission on 2 October 2018.

**Page 3**  
**The Bristol Reggae Orchestra**  
**Trustee Report (continued)**

The CIO is administered by the Board of Trustees. The Board meets six times a year. The management committee has been in abeyance during this period but will be re-established in the coming year. Formal action groups are in place to assist with orchestral section management, planning, development, communications and finance who meet on an ad hoc basis.

The Board recognises The Bristol Reggae Orchestra members are the integral part of the orchestra and the Board continually seeks to listen to the important voice of its members in order to meet the charity aims and objectives.

The action groups consist of the following:

- **Finances and income:** responsible for managing the money, generating income, pursuing funding opportunities, sales and merchandising
  
- **Membership:** responsible for managing recruitment, keeping a balance of musicians, involving members and volunteers, running rehearsals with refreshments
  
- **Musical development:** responsible for working closely with the Musical Director to define our repertoire, manage the music library, commission new works and arrangements, seek educational and funded projects.
  
- **Media and Marketing:** responsible for publicity, recruitment strategies, managing social media and web-based activity, marketing and point of contact for bookings.
  
- **Performance logistics:** responsible for maintenance and storage of all equipment, managing all aspects of performances including contracts, liaison, logistics (including transport), set-ups and take-downs.

### **Recruitment and appointment of Trustees**

Trustees are formally appointed by the membership at the Annual General Meeting and are appointed on the basis of their skills and relevant experience to meet the objects of the charity. Trustees serve terms of one year and are eligible for re-appointment at the next Annual General Meeting.

### **Induction and training of trustees**

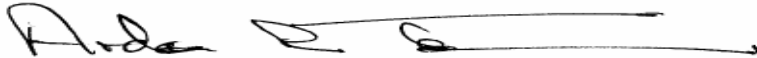
Once appointed, new trustees are fully briefed by the Board with regard to:

- their obligations as members of the Board of Trustees, including relevant publications from the Charity Commission;
- relevant documentation regarding the legal framework of the charity, e.g. Constitution;
- relevant financial information as set out in the most recent published annual accounts;
- strategic plans and objectives.

**Page 4**  
**The Bristol Reggae Orchestra**  
**Trustee Report (continued)**

**Declaration**

The Trustee's declare that they have approved the Trustee report above. Signed on behalf of the charity's trustees:

A handwritten signature in black ink, appearing to read 'Arden Tomison', followed by a long horizontal line extending to the right.

Arden Tomison  
Trustee  
19th July 2022

**Page 5**  
**The Bristol Reggae Orchestra**  
**Statement of Receipts and Payments**

	2021	2021	2021	2020	2020	2020
	Unrestricted funds	Restricted funds	Total Funds	Unrestricted funds	Restricted funds	Total Funds
	£	£	£	£	£	£
<b>RECEIPTS</b>						
Donations, legacies, grants	797	4,500	5,297	109	-	109
Membership subscriptions	2,500	-	2,500	2,259	-	2,259
Performance income	813	-	813	-	-	-
Merchandise sales	-	-	-	56	-	56
<b>Asset and investment sales</b>	-	-	-	-	-	-
<b>Total receipts</b>	4,110	4,500	8,610	2,424	-	2,424
<b>PAYMENTS</b>						
Musical director	830	-	830	1,455	-	1,455
Musical project costs	950	143	1,093	-	-	-
Musician fees (non-members)	30	-	30	180	-	180
Rent / Hire of rooms	548	-	548	-	-	-
Storage	-	-	-	9	-	9
Advertising	-	35	35	-	-	-
Insurance	180	-	180	180	-	180
Website maintenance	178	-	178	263	-	263
Merchandise	-	-	-	-	-	-
<b>Asset and investment purchases</b>	-	-	-	-	-	-
<b>Total payments</b>	2,716	178	2,894	2,087	-	2,087
<b>Net of receipts/(payments)</b>	1,394	4,322	5,716	337	-	337
<b>Transfer between funds</b>	-	-	-	-	-	-
<b>Cash funds last year end</b>	2,686	-	2,686	2,349	-	2,349
<b>Cash funds this year end</b>	4,080	4,322	8,402	2,686	-	2,686

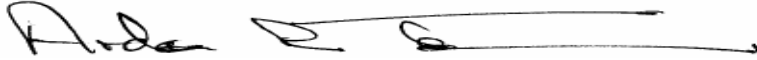


**Page 6**  
**The Bristol Reggae Orchestra**  
**Statement of Assets and Liabilities**

<b>Details</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2020</b>	<b>2020</b>	<b>2020</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash funds</b>						
Cash at bank	4,080	4,322	8,402	2,686	-	2,686
<b>Other monetary assets</b>	-	-	-	-	-	-
<b>Investment assets</b>	-	-	-	-	-	-
<b>Assets retained for the charity's own use</b>						
Merchandise	2,283	-	2,283	2,283	-	2,283
Musical equipment	3,858	-	3,858	3,858	-	3,858
<b>Liabilities</b>						
Creditors	-	-	-	450	-	450

**Page 7**  
**The Bristol Reggae Orchestra**  
**Statement of Assets and Liabilities**

The financial statements on pages 5 to 6 were approved by the trustees, and authorised for issue on 18th July 2022 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Arden Tomison', followed by a long horizontal line extending to the right.

.....  
Arden Tomison  
Trustee

**THE BRISTOL REGGAE ORCHESTRA**

England & Wales - Charity number 1180167

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# Accounts

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Charity registration number: 1180167

**The Bristol Reggae Orchestra**  
Annual report and Unaudited Financial Statements

For the year ended 30 September 2020



DRAFT

**The Bristol Reggae Orchestra  
Contents**

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**The Bristol Reggae Orchestra**  
**Reference and Administrative Details**

<b>Charity Registration Number</b>	1180167
<b>Patron</b>	Gary Crosby OBE
<b>Trustees</b>	Adam Wilson Arden Tomison (Chair) Barrington Chambers Kat Branch Kevin Millwood Mark Spence Norma Daykin
<b>Treasurer</b>	Sue Lamble
<b>Musical Director</b>	Ben Jenkins
<b>Principal Address</b>	Malcolm X Community Centre 141 City Road St Pauls Bristol BS2 8YH
<b>Bankers</b>	Lloyds

**Page 1**  
**The Bristol Reggae Orchestra**  
**Trustee Report**

The Trustees present the annual report together with the financial statements of the charity for the year ended 30 September 2020.

**Objectives and activities**

*Objects and aims*

The objects of the charity are to advance the art of music, particularly reggae and music of Jamaican origin for the benefit of the public by performing such music to the public and providing opportunities to develop musical skills.

*Public benefit*

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

*Achievements and performance*

The highlight of the year was undoubtedly our performance at St George's in January 2020 with the fabulous Jazz Jamaica Allstars as part of their national tour of The Trojan Story and the Reggae Ticket.

The rise of Covid-19 as a global pandemic and the resulting public health emergency measures put paid to any meetings of the Orchestra throughout this reporting period from March 2020. Live music, both amateur and professional has been hit hard by the pandemic. No rehearsals or performances could take place and our anticipated programme of 8 concerts was cancelled. More significantly we lost one of our founder members to Covid-19 in May. Members were able to attend his funeral procession in May.

Despite individual illnesses and tragedy, BRO tried to maintain some cohesion through on-line meetings, news updates and music development tutorials and projects. Our overall membership levels have been maintained and our repertoire has expanded significantly. By the end of this reporting period we have been actively planning for a return to rehearsals and working with our partner organisations to ensure that measures are put in place to protect members and the community.

**Page 2**  
**The Bristol Reggae Orchestra**  
**Trustee Report (continued)**

***Financial review***

The Statement of Assets and Liabilities includes musical equipment of £3,858 (2019: £3,898) and merchandise of £2,283 (2019: £2,304). These assets were transferred to the charity prior to the charity becoming a registered charity with the Charity Commission.

The cash position at the end of the period was £2,686 (2019: £2,349). Income was largely from members subscriptions which totalled £2,259 (2019: £1,535) an increase on the previous year due in part to the membership fee increase and the increased use of direct debit. In spite of lockdown, since March 2020 many members who have been able to have continued to contribute their full subscriptions. This has enabled us to continue to engage the Musical Director (“MD”) for the development work, which is an ongoing success. It also has provided a healthy cash reserve going forward to meet minimum operating costs.

The past year was an extremely challenging year and meant that no live performances were able to take place. The orchestra has weathered the pandemic well financially due to the strong support from its members, the MD and the trustees. We are in a good position to go forward when ‘business’ can return to the new normal.

Efforts are ongoing to attract grant funding and sponsorship to support the development of the orchestra and engagement with communities across Bristol.

***Plans for future periods***

Our bid to Bristol City Council Arts Fund has, like all other bids, been rolled into 2021 and we remain hopeful of a positive response. Success would mean we would be able to appoint a project co-ordinator with a view to rolling out a programme of 6 events across the City through the year.

Building on our success with the St George’s event we are working with St George’s on developing a project as part of their Rebel Music programme and we also expect to get future collaborations with Tomorrow’s Warriors and Jazz Jamaica.

More detailed plans and other opportunities will be explored but the public health situation remains very uncertain and compromises any detailed planning.

***Structure, governance and management***

The Bristol Reggae Orchestra is a registered charitable incorporated organisation (CIO) and is governed by its constitution dated 2 October 2018. The CIO was registered with the Charity Commission on 2 October 2018.

**Page 3**  
**The Bristol Reggae Orchestra**  
**Trustee Report (continued)**

The CIO is administered by the Board of Trustees. The Board meets on a quarterly basis. A management committee and formal action groups are appointed to assist with orchestral section management, planning, development, communications and finance who meet on an ad hoc basis.

The Board recognises The Bristol Reggae Orchestra members are the integral part of the orchestra and the Board continually seeks to listen to the important voice of its members in order to meet the charity aims and objectives.

The action groups consist of the following:

- **Finances and income:** responsible for managing the money, generating income, pursuing funding opportunities, sales and merchandising
- **Membership:** responsible for managing recruitment, keeping a balance of musicians, involving members and volunteers, running rehearsals with refreshments
- **Musical development:** responsible for working closely with the Musical Director to define our repertoire, manage the music library, commission new works and arrangements, seek educational and funded projects.
- **Media and Marketing:** responsible for publicity, recruitment strategies, managing social media and web-based activity, marketing and point of contact for bookings.
- **Performance logistics:** responsible for maintenance and storage of all equipment, managing all aspects of performances including contracts, liaison, logistics (including transport), set-ups and take-downs.

### **Recruitment and appointment of Trustees**

Trustees are appointed at the Annual General Meeting and are appointed on the basis of their skills and relevant experience to meet the objects of the charity. Trustees are elected by the membership to serve terms of one year and are eligible for re-election at the next Annual General Meeting.

### **Induction and training of trustees**


Once appointed, new trustees are fully briefed by the Board with regard to:

- their obligations as members of the Board of Trustees, including relevant publications from the Charity Commission;
- relevant documentation regarding the legal framework of the charity, e.g. Constitution;
- relevant financial information as set out in the most recent published annual accounts;
- strategic plans and objectives.

**Page 4**  
**The Bristol Reggae Orchestra**  
**Trustee Report (continued)**

**Declaration**

The Trustee's declare that they have approved the Trustee report above. Signed on behalf of the charity's trustees:

...  .....

Arden Tomison  
Trustee  
16th July 2021

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**Page 5**  
**The Bristol Reggae Orchestra**  
**Statement of Receipts and Payments**

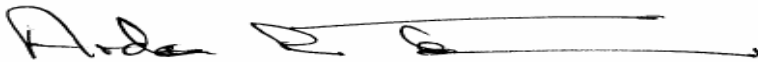
	2020	2020	2020	2019	2019	2019
	Unrestricted funds	Restricted funds	Total Funds	Unrestricted funds	Restricted funds	Total Funds
	£	£	£	£	£	£
<b>RECEIPTS</b>						
Donations	109	-	109	2,715	-	2,715
Membership subscriptions	2,259	-	2,259	1,535	-	1,535
Performance income	-	-	-	2,751	-	2,751
Merchandise sales	56	-	56	185	-	185
<b>Total receipts</b>	2,424	-	2,424	7,186	-	7,186
<b>PAYMENTS</b>						
Musical director	1,455	-	1,455	2,125	-	2,125
Musician fees (non-members)	180	-	180	830	-	830
Rent / Hire of rooms	-	-	-	1,095	-	1,095
Storage	9	-	9	398	-	398
Advertising	-	-	-	70	-	70
Insurance	180	-	180	185	-	185
Website maintenance	263	-	263	36	-	36
Merchandise	-	-	-	98	-	98
<b>Total payments</b>	2,087	-	2,087	4,837	-	4,837
<b>Net of receipts/(payments)</b>	337	-	337	2,349	-	2,349
<b>Cash funds last year end</b>	2,349	-	2,349	-	-	-
<b>Cash funds this year end</b>	2,686	-	2,686	2,349	-	2,349

**Page 6**  
**The Bristol Reggae Orchestra**  
**Statement of Assets and Liabilities**

<b>Details</b>	<b>2020 Unrestricted £</b>	<b>2020 Restricted £</b>	<b>2020 Total £</b>	<b>2019 Unrestricted £</b>	<b>2019 Restricted £</b>	<b>2019 Total £</b>
<b>Cash funds</b>						
Cash at bank	2,686	-	2,686	2,349	-	2,349
			-			-
<b>Other monetary assets</b>	-	-	-	-	-	-
			-			-
<b>Investment assets</b>	-	-	-	-	-	-
			-			-
<b>Assets retained for the charity's own use</b>						
Merchandise	2,283	-	2,283	2,304	-	2,304
Musical equipment	3,858	-	3,858	3,898	-	3,898
<b>Liabilities</b>						
Creditors	450	-	450	-	-	-

**Page 7**  
**The Bristol Reggae Orchestra**  
**Statement of Assets and Liabilities**

The financial statements on pages 5 to 6 were approved by the trustees, and authorised for issue on 16<sup>th</sup> July 2021 and signed on their behalf by:



.....  
Arden Tomison  
Trustee

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