

# Trustees' Annual Report for the period

|      |                   |   |      |    |                 |    |      |
|------|-------------------|---|------|----|-----------------|----|------|
| From | Period start date |   |      | To | Period end date |    |      |
|      | 1                 | 9 | 2021 |    | 31              | 08 | 2022 |

## Section A Reference and administration details

**Charity name** The Guiting Music Festival

**Other names charity is known by**

**Registered charity number (if any)** 1183151

**Charity's principal address** The Old Vicarage

Guiting Power

Cheltenham

**Postcode**

GL54 5TY

### 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  | Michael Probyn Miers           | Chair/Treasurer |                                   |   |
| 2  | Jean Alison Elliott            | Bookings        | Until 14 February 2022            |   |
| 3  | Christopher Richard Martin Fox |                 | Until 28 August 2022              |   |
| 4  | David Benjamin Shepherd Cross  |                 |                                   |   |
| 5  | Prudence Ann Hornby            | Secretary       |                                   |   |
| 6  | Rosemary Clarissa Bartlett     | PR              |                                   |   |
| 7  | Fiona Mary Mitchell            | Advertising     |                                   |   |
| 8  | Simon William Peter Crocker    |                 |                                   |   |
| 9  | Valerie Marie Carter Shortman  |                 |                                   |   |
| 10 |                                |                 |                                   |   |
| 11 |                                |                 |                                   |   |
| 12 |                                |                 |                                   |   |
| 13 |                                |                 |                                   |   |
| 14 |                                |                 |                                   |   |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |

### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |

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

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|   |   |
|---|---|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution adopted 24 April 2019                |
| How the charity is constituted<br>(eg. trust, association, company) | Trust   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | By invitation and resolution of existing trustees |

### 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.

## Section C Objectives and activities

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

To promote, maintain, improve and advance education particularly by the encouragement of the art of music with special reference to the presentation of musical performances, the production and promotion of courses and other educational and artistic events and the pursuit of any other charitable activity which can usefully be undertaken in support of these objects.

### 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)

Promotion of an annual music festival.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All activities relating to organising and running the Festival are carried out by volunteers. The charity does not make grants.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The 2022 festival ran from 22<sup>nd</sup> July to 31<sup>st</sup> July 2022. As for the 2021 festival, it was held in a large outdoor marquee to provide more comfortable seating than the village hall offered, better ventilation and a beautiful view of the Cotswold hills.

2022 ticket sales were 22% up on 2019 and ticket income was up 58%. Our sponsors rallied magnificently to the parlous state we were left in by the 2021 festival. In spite of the higher costs of the 250 seat marquee and the large stage, plus audio and video equipment for all concerts we managed to recoup all our 2021 losses with a bit to spare.

The music was well received. The opening night was a sell-out for the superlative jazz singer Stacey Kent and we had another full house for Kathryn Tickell's trio with their delightful Northumbrian music. The two Sunday jazz and blues concerts sold well and were much enjoyed and guitarist Alexandra Whittingham had a small but dedicated audience to applaud her music.

The outstanding concert of the festival was with the renowned Ukrainian pianist Vadym Kholodenko and the Fantasia Orchestra playing the Beethoven Emperor piano concerto. This was due to be showcasing violinist Alena Baeva playing the Brahms violin concerto. She had waived her fee to enable us to put on a fund-raising concert to support Ukraine but had to cancel her visit with two days' notice due to her not being granted a visa in time. Her husband, Vadym, flew over to take her place and the spell-bound audience helped us raise £7,000 for the UNHCR Ukraine disaster fund.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity aims to maintain sufficient reserves to ensure the viability of future Festivals.

### Details of any funds materially in deficit

### 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.

The principal sources of funds are box office sales, concert sponsorship and other donations. We also raise funds by the sale of drinks and light refreshments at every concert, which is a welcome additional revenue stream.

Funds are spent as much as possible on gathering together excellent musicians to play a wide variety of music, primarily but not exclusively classical and jazz, to try to attract a wider audience than just from the Cotswolds. Our aim is to promote an attractive, intimate and essentially affordable festival in the heart of the Cotswold countryside.

## Section F

## Other optional information

## 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)

Michael Probyn Miers

Position (eg Secretary, Chair, etc)

Chair

Date

19<sup>th</sup> February 2023



|  |                        |
|--|------------------------|
| Charity Name<br>The Guiting Music Festival | No (if any)<br>1183151 |
|--|------------------------|

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## Receipts and payments accounts

|                        |                            |    |                               |
|------------------------|----------------------------|----|-------------------------------|
| For the period<br>from | Period start<br>01/09/2021 | To | Period end date<br>31/08/2022 |
|------------------------|----------------------------|----|-------------------------------|

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest<br>£ | Endowment<br>funds<br>to the nearest<br>£ | Total funds<br>to the nearest<br>£ | Last year<br>to the nearest<br>£ |
|---|--|--|---|------------------------------------|----------------------------------|
| <b>A1 Receipts</b>                                    |  |  |   |                                    |                                  |
| Concert income  | 43,876                                       | -  | -   | 43,876                             | 25,930                           |
| Sponsorship & donations                               | 33,175                                       |  |   | 33,175                             | 13,194                           |
| Refreshments  | 7,998  |  |   | 7,998                              | 4,582                            |
| Sundry receipts                                       | 167  |  |   | 167                                | 35                               |
| Advertising   | 1,200  |  |   | 1,200                              |                                  |
| Tax recovered   | 1,696  |  |   | 1,696                              |                                  |
| Transfers from Guiting Festival                       | -  |  |   | -                                  | 1,449                            |
| <b>Sub total (Gross income for AR)</b>                | <b>88,112</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>88,112</b>                      | <b>45,189</b>                    |
| <b>A2 Asset and investment sales, (see table).</b>    |  |  |   |                                    |                                  |
|   | -  | -  | -   | -                                  | -                                |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                   | <b>-</b>                                  | <b>-</b>                           | <b>-</b>                         |
| <b>Total receipts</b>                                 | <b>88,112</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>88,112</b>                      | <b>45,189</b>                    |
| <b>A3 Payments</b>                                    |  |  |   |                                    |                                  |
| Musicians fees and expenses                           | 32,951                                       | -  | -   | 32,951                             | 21,782                           |
| Concert expenses                                      | 21,167                                       | -  | -   | 21,167                             | 23,777                           |
| Catering and bar costs                                | 7,186  | -  | -   | 7,186                              | 4,682                            |
| Postage, printing & publicity                         | 3,931  |  |   | 3,931                              | 1,879                            |
| Banking & insurance                                   | 3,962  |  |   | 3,962                              | 1,922                            |
| Sundries  | 670  |  |   | 670                                |                                  |
| UNHCR Aid to Ukraine                                  | 3,038  |  |   | 3,038                              |                                  |
| Equipment purchases                                   |  | -  | -   | -                                  | 2,400                            |
| <b>Sub total</b>                                      | <b>72,905</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>72,905</b>                      | <b>56,443</b>                    |
| <b>A4 Asset and investment purchases, (see table)</b> |  |  |   |                                    |                                  |
|   | -  | -  | -   | -                                  |                                  |
| <b>Sub total</b>                                      | <b>-</b>                                     | <b>-</b>                                   | <b>-</b>                                  | <b>-</b>                           | <b>-</b>                         |
| <b>Total payments</b>                                 | <b>72,905</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>72,905</b>                      | <b>56,443</b>                    |
| <b>Net of receipts/(payments)</b>                     | <b>15,207</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>15,207</b>                      | <b>- 11,254</b>                  |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                     | <b>-</b>                                   | <b>-</b>                                  | <b>-</b>                           | <b>-</b>                         |
| <b>A6 Cash funds last year end</b>                    | <b>16,144</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>16,144</b>                      | <b>27,398</b>                    |
| <b>Cash funds this year end</b>                       | <b>31,351</b>                                | <b>-</b>                                   | <b>-</b>                                  | <b>31,351</b>                      | <b>16,144</b>                    |

## Section B Statement of assets and liabilities at the end of the period

| Categories  | Details   | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---|---|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>  | Cash  | 305                                | -                                | -                               |
|   | HSBC Current Account  | 22,347                             |                                  |                                 |
|   | Paypal  | 4,529                              | -                                | -                               |
|   | Prepayments   | 4,170                              | -                                | -                               |
|   | <b>Total cash funds</b>   |                                    | 31,351                           | -                               |
|   | (agree balances with receipts and payments account(s))                              | OK                                 | OK                               | OK                              |
|   |   | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details   |                                    |                                  |                                 |
|   |   | -                                  | -                                | -                               |
|   | Details   | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
| <b>B3 Investment assets</b>                                 |   |                                    | -                                | -                               |
|   | Details   | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
| <b>B4 Assets retained for the charity's own use</b>         |   |                                    | -                                | -                               |
|   |   |                                    | -                                | -                               |
|   | Details   | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
| <b>B5 Liabilities</b>                                       |   |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature   | Print Name                         | Date of approval                 |                                 |
|   |  | Michael Probyn Miers               | 12/12/2022                       |                                 |
|   |   |                                    |                                  |                                 |

# **Gareth M Davies**

## **BSc, FCA CPA**

### **Independent examiner's report to the Committee of "The Guiting Music Festival"**

I report on the accounts of The Guiting Music Festival for the year ended 31 August 2022.

### **Respective responsibilities of trustees and examiner**

The committee of The Guiting Festival are the appointed trustees of the charity and are responsible for the preparation of accounts and submission to the Charity Commission.

The charity's trustees consider that an audit is not required for this year under section 144(2) of The Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility as independent examiner to:

Examine the accounts under section 145 of the 2011 Act;

Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

To state whether particular matters have come to my attention.

### **Basis of examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**



In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:

To keep accounting records in accordance with section 130 of the 2011 Act; and

To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;  
Have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in dark ink, appearing to be 'J. A. ...', followed by a small mark resembling a comma or a short stroke.

Gareth M Davies  
BSc, FCA, CPA

12 December 2022