



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1/9/2023 Period start date**

**To 31/8/2024 Period end date**

**Charity name: The Guiting Music Festival**

**Charity registration number: 1183151**

## Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | 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 in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The charity runs an annual music festival with ten concerts over ten days. Four of the concerts were classical, one was a performance of world music [Seckou Keita Homeland Band] and the other 5 were jazz and blues performances.  |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | In accordance with the Charity Commission guidance on public benefit, the concerts were chosen to give a wide range of music, performed by outstanding musicians, to spread the enjoyment of fine music as widely as possible.   |

## Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |   |
|--|----------------|---|
| Policy on grant making   | Para 1.38      | All activities relating to organising and running the Festival are carried out by volunteers. The charity does not make grants. |
| Policy on social investment including program related investment | Para 1.38      |   |

## Achievements and Performance

|   | SORP reference |   |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p>The festival celebrated many superb musicians and increased our ticket sales by just under 10% from 2023. The highlight was the Fantasia Orchestra conducted by Tom Fetherstonhaugh with Sheku and Braimah Kanneh-Mason. This was a sell out. Other well supported concerts included Barbara Dickson and Seckou Keita Homeland Band.</p> <p>We were blessed with good weather for our two outside Sunday concerts with Elles bailey and Errol Linton getting a huge response from the crowd.</p> <p>The feedback received encouraged the trustees to believe that the festival's visitors were delighted they had been able to enjoy such high quality music in the depths of the Cotswolds.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
| Investment performance against objectives                    | Para 1.41 |  |
| Other  |           |  |

## Financial Review

|  |           |  |
|--|-----------|--|
| Review of the charity's financial position at the end of the period              | Para 1.21 | We achieved a slightly smaller surplus than last year but again managed to add to our reserves increasing them to just under £50,000 which helps us safeguard the Festival for future years.   |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | See above  |
| Amount of reserves held  | Para 1.22 |  |
| Reasons for holding zero reserves  | Para 1.22 | n/a  |
| Details of fund materially in deficit  | Para 1.24 | n/a  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | The main risk to the charity would appear to be the increasing age of its main audience, with very limited attendance amongst the young. The waning British investment in musical education and facilities, with waning audiences for classical music and lack of recognition of |

|  |  |  |
|--|--|--|
|  |  | the importance of music in people's lives is concerning. |
|--|--|--|

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 |  |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |  |
| A description of the principal risks facing the charity                         | Para 1.46 |  |

## Structure, Governance and Management

|   |           |   |
|---|-----------|---|
| Description of charity's trusts:  |           | The only voting members of the charity are its trustees.            |
| Type of governing document<br>( <a href="#">trust deed</a> , <a href="#">royal charter</a> )  | Para 1.25 | The responsibility of the trustees are defined in its Constitution. |
| How is the charity constituted?<br>(e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )  | Para 1.25 | The charity is a Charitable Incorporated Organisation.              |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | A trustee is selected by a vote of the existing trustees.           |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |

## Reference and Administrative details

|                             |                            |
|-----------------------------|----------------------------|
| Charity name                | The Guiting Music Festival |
| Other name the charity uses |                            |
| Registered charity number   | 1183151                    |

|                             |   |
|-----------------------------|---|
| Charity's principal address | The Old Vicarage<br>Guiting Power<br>Cheltenham<br>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           |                                   |   |
| 2 | David Benjamin Shepherd Cross | Treasurer       |                                   |   |
| 3 | Prudence Ann Hornby           | Secretary       |                                   |   |
| 4 | Rosemary Clarissa Bartlett    | PR              |                                   |   |
| 5 | Fiona Mary Mitchell           | Advertising     |                                   |   |
| 6 | Simon William Peter Crocker   | Publicity       |                                   |   |
| 7 | Valerie Marie Carter Shortman | Social media    |                                   |   |

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

| Director name |  |  |
|---------------|--|--|
| None          |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |

### Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |  |
|--------------|-----------------------------------|--|
| None         |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |

### Funds held as custodian trustees on behalf of others

|  |     |
|--|-----|
| Description of the assets held in this capacity  | n/a |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's object | n/a |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                        | n/a |

### Additional information (optional)

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

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

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

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

|     |
|-----|
| n/a |
|-----|

**Other optional information**

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

**Declarations**

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

Signed on behalf of the charity’s trustees

|  |  |                               |
|--|--|-------------------------------|
|  | <b>Signature(s)</b>                        |                               |
|  |  |                               |
|  | <b>Full name(s)</b>                        | David Benjamin Shepherd-Cross |
|  | <b>Position (eg Secretary, Chair, etc)</b> | Treasurer                     |
|  | <b>Date</b>                                | 15 June 2025                  |



CHARITY COMMISSION  
FOR ENGLAND AND WALES

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

## Receipts and payments accounts

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|                        |                                 |    |                              |
|------------------------|---------------------------------|----|------------------------------|
| For the period<br>from | Period start date<br>01/09/2023 | To | Period end date<br>8/31/2024 |
|------------------------|---------------------------------|----|------------------------------|

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |                               |
| Concert income  | 64,101                                       | -                                       | -                                      | 64,101                          | 57,788                        |
| Sponsorship and donations                             | 38,961                                       | -                                       | -                                      | 38,961                          | 25,062                        |
| Refreshments  | 13,557                                       | -                                       | -                                      | 13,557                          | 11,374                        |
| Sundry receipts                                       | 721  | -                                       | -                                      | 721                             | 504                           |
| Advertising   | 2,870  | -                                       | -                                      | 2,870                           | 1,275                         |
| Tax recovered   | 2,951  | -                                       | -                                      | 2,951                           | 1,451                         |
|   |  | -                                       | -                                      | -                               |                               |
| <b>Sub total</b> (Gross income for AR)                | 123,161                                      | -                                       | -                                      | 123,161                         | 97,454                        |
| <b>A2 Asset and investment sales, (see table).</b>    |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | -  | -                                       | -                                      | -                               | -                             |
| <b>Total receipts</b>                                 | 123,161                                      | -                                       | -                                      | 123,161                         | 97,454                        |
| <b>A3 Payments</b>                                    |  |   |  |                                 |                               |
| Musicians fees and expenses                           | 60,066                                       | -                                       | -                                      | 60,066                          | 46,517                        |
| Concert expenses                                      | 32,633                                       | -                                       | -                                      | 32,633                          | 21,119                        |
| Catering and bar costs                                | 7,303  | -                                       | -                                      | 7,303                           | 8,236                         |
| Postage, printing and publicity                       | 6,795  | -                                       | -                                      | 6,795                           | 5,399                         |
| Banking and insurance                                 | 6,669  | -                                       | -                                      | 6,669                           | 6,749                         |
| Sundries  | 1,552  | -                                       | -                                      | 1,552                           | 561                           |
|   |  | -                                       | -                                      |                                 |                               |
| <b>Sub total</b>                                      | 115,018                                      | -                                       | -                                      | 115,018                         | 88,581                        |
| <b>A4 Asset and investment purchases, (see table)</b> |  |   |  |                                 |                               |
|   | -  | -                                       | -                                      | -                               |                               |
| <b>Sub total</b>                                      | -  | -                                       | -                                      | -                               |                               |
| <b>Total payments</b>                                 | 115,018                                      | -                                       | -                                      | 115,018                         | 88,581                        |
| <b>Net of receipts/(payments)</b>                     | 8,143  | -                                       | -                                      | 8,143                           | 8,873                         |
| <b>A5 Transfers between funds</b>                     | -  | -                                       | -                                      | -                               | -                             |
| <b>A6 Cash funds last year end</b>                    | 40,224                                       | -                                       | -                                      | 40,224                          | 31,351                        |
| <b>Cash funds this year end</b>                       | 48,367                                       | -                                       | -                                      | 48,367                          | 40,224                        |

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

| Categories           | Details | Unrestricted<br>funds<br>to nearest £ | Restricted<br>funds<br>to nearest £ | Endowment<br>funds<br>to nearest £ |
|----------------------|---------|---------------------------------------|-------------------------------------|------------------------------------|
| <b>B1 Cash funds</b> |         |                                       |                                     |                                    |
|                      | HSBC    | 34,527                                | -                                   | -                                  |
|                      | paypal  | 13,840                                | -                                   | -                                  |

|   |   |   |  |
|---|---|---|--|
|   | -   | -                                       | -                                      |
| <b>Total cash funds</b><br>(agree balances with receipts and payments account(s)) | <b>48,367</b>                             | -                                       | -                                      |
|   | OK  | OK                                      | OK                                     |
|   | <b>Unrestricted funds</b><br>to nearest £ | <b>Restricted funds</b><br>to nearest £ | <b>Endowment funds</b><br>to nearest £ |
| <b>B2 Other monetary assets</b>   |   | -                                       | -                                      |
|   | Fund to which asset belongs               | Cost (optional)                         | Current value (optional)               |
| <b>B3 Investment assets</b>   |   | -                                       | -                                      |
|   | Fund to which asset belongs               | Cost (optional)                         | Current value (optional)               |
| <b>B4 Assets retained for the charity's own use</b>                               |   | -                                       | -                                      |
|   |   | -                                       | -                                      |
|   | 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                       |
|   |   |   |  |
|   |   |   |  |

## **INDEPENDENT EXAMINER'S REPORT GUITING MUSIC FESTIVAL**

I report on the accounts for the year ended 31 August 2024 which are appended to this report.

### **Respective responsibilities of Council of Management and Examiner**

As the trustees of the charity you are responsible for the preparation of the accounts; you consider that an audit is not required under s144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to:

- Examine the accounts under s145 of the 2011 Act
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under s145(5) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Examiner's statement**

My report is in respect of an examination carried out under s145 of the Act and in accordance with directions given by the Charity Commissioners under subsection 5(b) of that section. An examination includes a review of the accounting records kept by the council of management and a comparison of the accounts presented with those records which is primarily limited to analytical procedures and to the making of such enquiries of the council of management as was necessary for the purposes of this report. The procedures undertaken do not constitute an audit.

### **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 s130 of the 2011 Act and to prepare accounts which accord with the accounting record and to comply with the 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 Churchill Stone FCA DChA  
VJH Accountancy Ltd  
The Zinc Building  
Broadshires Way  
Carterton  
Oxfordshire OX18 1AD

20 June 2025



## Receipts and Payments

Guiting Music Festival

For the year ended 31 August 2024

| Account | 2024 |
|---------|------|
|---------|------|

### Turnover

|                          |                |
|--------------------------|----------------|
| Bar Sales                | 9,550          |
| Catering Commission      | 250            |
| Concert ticket sales     | 64,101         |
| Donor GA                 | 3,382          |
| Patron GA                | 1,295          |
| Programme                | 461            |
| Sales - Advertisements   | 2,870          |
| Sales - Commission       | 210            |
| Sales - Donors           | 1,550          |
| Sales - Gift Aid         | 2,951          |
| Sales - Patrons          | 404            |
| Sales - Sponsors         | 25,500         |
| Sales - Sundry Donations | 630            |
| Sales Misc               | 50             |
| Sponsors GA              | 6,200          |
| Supper charge            | 3,757          |
| <b>Total Turnover</b>    | <b>123,161</b> |

### Cost of Sales

|                            |                |
|----------------------------|----------------|
| artist expenses            | 1,050          |
| Artists Fees               | 58,847         |
| Audio & Video Costs        | 5,294          |
| Bar costs                  | 4,171          |
| Direct Expenses            | 669            |
| Direct Wages               | 1,794          |
| Electricity                | 94             |
| First Aiders               | 1,148          |
| Marquee Hire               | 11,251         |
| Misc Event Costs           | 663            |
| Musician Supper Costs      | 169            |
| Piano Hire                 | 1,848          |
| Piano tuner fees           | 540            |
| Portable Loo Hire          | 1,236          |
| Post Concert Supper Costs  | 2,738          |
| PRS Rights                 | 1,363          |
| Staffing Costs             | 4,891          |
| Ticket Source Fees         | 4,944          |
| Trustee/Helper Suppers     | 394            |
| Village Hall Rent          | 1,842          |
| <b>Total Cost of Sales</b> | <b>104,945</b> |

|                     |               |
|---------------------|---------------|
| <b>Gross Profit</b> | <b>18,217</b> |
|---------------------|---------------|

### Administrative Costs

|                                   |               |
|-----------------------------------|---------------|
| Advertising & Marketing           | 6,795         |
| Audit & Accountancy fees          | 324           |
| Bank Fees                         | 249           |
| General Expenses                  | 1,552         |
| Insurance                         | 1,036         |
| Paypal Fee                        | 116           |
| <b>Total Administrative Costs</b> | <b>10,071</b> |

|                         |              |
|-------------------------|--------------|
| <b>Operating Profit</b> | <b>8,145</b> |
|-------------------------|--------------|

|  |              |
|--|--------------|
| <b>Profit on Ordinary Activities I</b> | <b>8,145</b> |
|--|--------------|

|                              |              |
|------------------------------|--------------|
| <b>Profit after Taxation</b> | <b>8,145</b> |
|------------------------------|--------------|