

THE EAST RIDING OF YORKSHIRE BAND CIO
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 5 APRIL 2021

Registered Charity No. 1184756

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1. INTRODUCTION

The Trustees of The East Riding of Yorkshire Band CIO have pleasure in submitting this their second report. Charity status was granted on 5th August 2019 our first report was for a part-year only and the accompanying accounts related to a period of eight months from 5th August 2019 to 5th April 2020. This report covers our first full year, accompanying accounts relate to the period of 6th April 2020 to 5th April 2021.

2. REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name: The East Riding of Yorkshire Band CIO (ERYB)

Charity Registration number: 1184756

Address of Principal Office : Memorial Hall, 1A Salisbury Street, Hessle, HU13 0SE

Trustees at the time of this report: David Vivian (Chair),
Christine Dunn,
Christopher Theaker
Richard Cook
Peter John Wilson
Louise Piper
Daniel Whitt
Madeline Bramley

Others serving as trustees during the year: N/A

3. STRUCTURE, GOVERNANCE AND MANAGEMENT

Legal Structure

The East Riding of Yorkshire Band was originally formed as East Yorkshire Brass in 1988 and changed to its current name in 2003. The constitution, which follows the Charity Commission CIO Association Model, was approved at a General Meeting of members of the East Riding of Yorkshire Band on 7th April 2019 and charity status was subsequently granted on 5th August 2019. The Charity is constituted as a Charitable Incorporated Organisation (CIO)

Method used to appoint new trustees

The first trustees were appointed at the East Riding of Yorkshire Band's Annual General Meeting on 7th April 2019 when the decision to seek charity status was also approved by the membership.

The constitution provides that the minimum number of trustees is three and the maximum nine. Trustees will generally be elected by the membership at a General Meeting. However, where vacancies need to be filled or additional skills are required on the trustee board, additional trustees may be co-opted by the existing trustees, subject to the maximum number of trustees not being exceeded. Those elected by the membership may serve for up to three years with one third standing down at each subsequent annual general meeting of the CIO when they may stand for re-election. Any trustees co-opted by the existing trustees will automatically stand down at the next subsequent AGM when they may also stand for re-election.

4. OBJECTS AND ACTIVITIES

The objects of the CIO are:

- To advance, improve, develop and maintain public education in, and appreciation of, the art and science of brass band music in all its aspects by any means the trustees see fit, including through the presentation of public concerts and recitals.
- To further such other charitable purpose or purposes for the public benefit as the trustees in their absolute discretion shall think fit.

In furtherance of these Objects, the charity:

- Regularly performs at concerts, showcasing a wide variety of musical genres including original Brass Band works, test pieces and modern arrangements which both entertain and educate the general public. Some of these performances will be free of any charge to the audience.
- Participates in regional and national Brass Band Competitions as a means of ensuring player development and improvement, helping to raise the profile of the brass band movement. Prior to a competition performance, the band will usually invite the public to attend an open rehearsal. It is useful for the band to perform a test piece in front of an audience prior to the competition and also gives audience members an insight into how rehearsals are conducted and the detailed work that goes into preparing for a competition.
- Maintains a high standard of musicianship through the engagement of a professional Musical Director with a wide experience in the field of brass training, artistic development and performance.
- Maintains twice weekly rehearsals at which anyone interested in joining the band is welcome to attend and play with the band where appropriate.
- Has an open membership policy enabling anyone who is interested in furthering its purposes and who accepts the responsibilities of membership to join. Whilst all new members are welcome, any who do not have sufficient capability to perform in public will be restricted to playing in the rehearsal band in order to maintain standards. Such members will be helped and encouraged to improve.
- Where vacancies arise within the “performance” Band these will be subject to an open recruitment policy with specific positions being filled by audition as necessary.
- During concerts the musical director or compere will aim to provide the audience with useful background information about the music being performed and the composer/arranger. Audience members are actively encouraged to approach Band members during the interval or at the end of the performance to discuss all aspects of the Band.
- Maintains membership of regional and national Brass Banding organisations including the Yorkshire and Humberside Brass Band Association (YHBBA) and Brass Band England.

5. ACHIEVEMENTS, PERFORMANCE AND PUBLIC BENEFIT

Due to the Coronavirus Pandemic and the government lockdown restrictions, the Band have been unable to rehearse during this reporting period. However during this period the Band;

- Organised a remote performance of “Happy” with a video montage of players in their own homes. This was published on social media and youtube.
- Organised remote performances of Christmas Carols which were recorded and published on social media and youtube over the Christmas period.
- Took part in the National #SaveOurBrassBands crowdfunding campaign which was organised by Brass Bands England, raising over £1,100 to support CIO funds.
- Performed as small groups through the Christmas season at Cottingham, Hessle, Hornsea, Sproatley, East Hull, Drifffield, Market Weighton, South Cave and Beverley. These community carolling activities proved a great hit with local communities and there is much interest in more events along these lines next year.
- Undertook more than 20 separate Christmas carolling sessions mainly as a means of fundraising but including two specific sessions in support of other charities’ fundraising efforts.

Trustees’ Activities

- The trustees met on nine occasions during the twelve month period of this the second financial year of the CIO. Meetings were held via Zoom due to Coronavirus restrictions.
- The trustees worked hard together to maintain the Band through this period and manage guidance from DCMS and Brass Bands England in regard to returning to musical activities. Further to this the Trustees managed guidance from the government and the East Riding Village Hall network in regards to access to the Memorial Hall.
- The trustees agreed that David Vivian would serve as Chair, Christine Dunn as Treasurer and Peter Wilson as Secretary, continuing in the roles they had occupied in the previous year.
- Appointments have also been made to the posts of Property Officer, Librarian, Band Sergeant, Welfare Officer, and Patrons’ Secretary.
- An updated register of the CIO’s fixed assets and property has been collated and the Band Uniform stocks have been rationalised.
- Insurance arrangements have been reviewed and updated to ensure that all Memorial Hall activities are adequately covered in addition to the band’s assets and public liability.
- Library facilities have been improved with the purchase of new folders and an additional filing cabinet.
- Social media activity and engagement has been reviewed.
- The trustees agreed to the installation of new lighting throughout which will reduce energy costs and improve the standard of lighting across the Memorial Hall and to the installation of CCTV which will help to monitor the Hall remotely, increasing safety measures for the CIO and anyone hiring the Memorial Hall.

Public Benefit

Although the Coronavirus Pandemic and Government restrictions have severely limited the Band's activities in terms of both rehearsals and performances, the trustees are satisfied that they have met the Public Benefit requirement of the Charity and in particular have:

- Provided playing members with development and performance opportunities through remotely recorded and socially distanced performances. This has included the provision of resources which are provided to members free of charge enabling anyone to participate irrespective of their financial means.
- Provided members of the public with a good standard of public performance.
- Benefited several other charities by performing in aid of their fundraising activities; the Band's annual Christmas Carols performance is in aid of Macmillan Cancer Support.
- Made various improvements to the rehearsal facilities.
- Made the band's rehearsal facilities (Memorial Hall) available for hire by individuals and other organisations for community activities as and when restrictions allowed.

The Trustees confirm that in exercising their powers and duties, they have had regard to the Charity Commission Guidance on Public Benefit (PB1) as required under section 17(5) of the Charities Act 2011.

6. FINANCIAL REVIEW

Review of the financial position at the end of the reporting period

As at 5th April 2021, the Charity's monetary assets amounted to £36,602.93, an increase of £13,688.54 over this twelve month accounting period. A significant portion of the income for this period was owing to Covid19 grants acquired by the Memorial Hall (£19,631). Owing to the Coronavirus Pandemic the Band were unable to perform or host concerts which resulted in a significant loss of income (approximately £5,000). The Band were also unable to undertake their usual Christmas fundraising efforts which too resulted in a significant loss of income (approximately £4,000). However the Band were successful in gaining a one-off payment of £1,000 from Ecclesiastical Movement for Good Grant and a payment of £1,137 following a successful Crowdfunding campaign. This resulted in higher than anticipated net receipts for the period. The only significant expenses were attributed to the Memorial Hall; the installation of new lighting throughout and CCTV (£1,960.28) and the external maintenance / decorating works (£1,426.00). The Band hosted a charity fundraiser as part of their annual Christmas Carol performance at the Bandroom and raised £242.54 for Macmillan Cancer Support.

No funds or subsidiaries were in deficit at the end of the year.

Reserves Policy

The Charity's policy during this reporting period was to maintain sufficient reserves to cover one year's direct charitable expenses currently estimated at £12,000. However in light of the Covid-19 restrictions which have cut off many of the Charity's income streams, this policy has been reviewed for 2021-22 to provide increased resilience against non-planned events. The Trustee's plan to build up a reserve of £15,000 and will continue to review this on a yearly basis.

Coronavirus

Covid-19 resulted in the charity suspending all rehearsals, performances and most other activities from mid-March 2020 for an indefinite period. This severely restricted the Charity's normal income streams for this financial year (2020-21). The Trustees considered all practicable steps to minimise the impact of this and made attempts to secure any available grant aid and other sources of funding. The Trustees were successful in gaining a £1,000 grant from Ecclestial Movement for Good Grant and a payment of £1,137 following a successful Crowdfunding campaign. All available Government grants for the Memorial Hall due to forced closure were applied for. The Trustee's will continue to make attempts to secure any available grant aid and other sources of funding.

Gift Aid

The CIO is registered with HMRC for Gift Aid and some of the donations received in this and the previous accounting period should qualify. Claims for 2019-20 and 2020-21 will be submitted in due course with income appearing in future years' accounts.

7. INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE EAST RIDING OF YORKSHIRE BAND

I report on the accounts of the Band for the year ended 5th April 2021, which are set out on pages 9 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. 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 to:

- examine the accounts under section 145 of the 2011 Act,
- to 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 independent examiner's report

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 explanation from you as trustees concerning 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 material matters have come to my attention which gives me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the 2011 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.

Mrs Angela Waterland
8 Marsh Lane
Barnetby
North Lincolnshire
DN38 6JW

Certified approved by the trustees

This Report and the appended Financial Statements were approved at a meeting of the trustees held on Tuesday 24th August 2021.

David Vivian, Chair of Trustees

FINANCIAL STATEMENTS 2020-21

RECEIPTS AND PAYMENTS ACCOUNT 2020-21

	Notes	£	£
Receipts		2020 - 21	2019 - 20
Donations, Bequests and Subscriptions	2	1,773.91	3,367.74
Band Activities	3	125.00	5,467.15
Fundraising Activities	4	2,526.92	8,825.15
Other receipts	5	20,928.70	1,709.66
Total receipts		25,354.53	19,369.70
Payments			
Direct Charitable Expenditure	7	10,825.46	8,932.15
Other Expenditure	8	840.53	1,113.85
Other Payments		0.00	0.00
Total Payments		11,665.99	10,046.00
Net Receipts (Payments) for the period		13,688.54	9323.70
Opening Balance		22,914.39	13,590.69
Closing Balance		36,602.93	22,914.39

STATEMENT OF ASSETS AND LIABILITIES AS AT 5TH APRIL 2021

Fixed Assets			
Instruments and ancillary equipment at replacement cost		168,370.60	164,264.00
Monetary and Liquid Assets			
HSBC Current Account #1 (Main Cheque A/C)		2806.53	7,383.10
HSBC Account (Quintalos)		806.17	805.76
HSBC Savings Account		11,426.90	10,285.32
HSBC Account (Memorial Hall)		21,433.44	4,405.51
Paypal Account		76.66	0
Petty Cash		53.23	34.70
Merchandise valued at sale price		1,202.00	1,250.00
Total assets		206,286.26	188,428.39
Liabilities			
Musical Director's Fees and Expenses (Feb/Mar)		0.00	650.00
Net Assets (Liabilities)		206,286.26	187,778.39

(Signed) David Vivian (Chair of Trustees)

These Financial Statements were approved by the Trustees on Tuesday 24th August 2021.

The following notes form part of these Financial Statements.

NOTES TO THE ACCOUNTS FOR YEAR ENDING 5TH APRIL 2021

1. Accounting Principles

These financial statements have been prepared using the Receipts and Payments method along with a Statement of Assets and Liabilities as provided for under s133 of the Charities Act 2011 and comply with the requirements of the Charities (Accounts and Reports) Regulations 2008.

Income is recognised at the time of receipt and expenditure is recognised at the time of payment. Expenditure on fixed assets is written off at the time of payment

Non-monetary assets are valued at the end of the financial year as follows:-

- a) In the case of Fixed Assets fundamental to the Charity's Objects (ie. musical instruments and ancillary equipment) these are shown at their estimated replacement value.
- b) In the case of Liquid Assets (merchandise) these are shown at their current sale price.

Liabilities are shown as the actual sum owed where known, otherwise as an estimated amount.

2. Donations and Bequests

	2020 - 21	2019 - 20
• Sponsorship	0.00	50.00
• Patron's Subscriptions	0.00	80.00
• Donations	1,773.91	3,237.74
	1,773.91	3,367.74

3. Band Activities

• Engagement Fees	0.00	3,020.00
• Ticket Sales	0.00	2,047.15
• Contest Prizes	125.00	400.00
	125.00	5,467.15

4. Fundraising Activities

• Merchandise Sales	48.00	353.81
• Christmas Carolling Collections	368.65	4,223.97
• Concerts – Miscellaneous Income	0.00	419.00
• Co-op Community Fund	0.00	2,365.38
• 100 Club	1,110.27	775.29
• Hall Events	0.00	687.70
	1,526.92	£8,825.15

5. Other Receipts

• Hall Hire	1,190.00	1,695.00
• Grants (Band)	1,000.00	0.00
• Grants (Hall)	19,631.00	0.00
• Refunds	99.50	0.00
• Interest	8.20	14.66
	21,928.70	1,709.66

6. Restricted Funds

There were no Restricted Funds

THE EAST RIDING OF YORKSHIRE BAND CIO
Charity No. 1184756

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7. Direct Charitable Expenditure					
• Memorial Hall – Rent			3,262.48	1,631.24	
• Memorial Hall – Utilities			1,179.84	893.58	
• Memorial Hall – Equipment/ Supplies/ Sundries/Consumables			3,962.64	665.19	
• Musical Director Fees/Expenses			650.00	1,925.00	
• Guest Player Expenses			0.00	410.00	
• Contest Entry Fees			0.00	140.00	
• Subscriptions, Player Registrations, etc			350.50	197.50	
• Insurance			1,346.66	1,417.85	
• Instruments & Ancillary Equipment			43.34	1,626.79	
• Room Hire			0.00	25.00	
• Music and Library			30.00	0.00	
			10,825.46	8,932.15	
8. Other Expenditure					
• Merchandise Purchases			0.00	330.00	
• Promotional Materials			20.00	76.00	
• Concert Series Expenses			0.00	401.56	
• 100 Club Prize Money			379.20	166.30	
• Sundries			54.19	29.99	
• Memorial Hall – Event Refunds			15.00	110.00	
• Charitable Donations			242.54	0.00	
• Trustee's Expenses			129.60	0.00	
			840.53	1,113.85	