



Trustees' Annual Report

2021 - 2022

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Rode Hall Silver Band Trustees Annual Report

For the year 06.04.2021 to 05.04.2022

Administration Details

Charity Name : **Rode Hall Silver Band**

Charity Registration Number: **1188216**

Charity Address: **Scholar Green Village Hall, Church Lane, Scholar Green, Cheshire, ST7 3QQ**

Charity Trustees:

Trustee Name	Office
Victoria Sherwood	Chairperson
Cari Latham	Secretary
Michael Whitehurst	Treasurer
Steve Twemlow	Band Manager
Dave Gianassi	Vice Chairperson
Nicholas Wright	Trustee
Simon Greasby	Trustee
Anna Whitehurst	Trustee

Structure, Governance & Management

Type of Governing Document: Constitution

Adopted: 9th January 2020

Amended: N/A

How the Charity is Constituted: Charitable Incorporated Organisation (Association Model)

The Band is managed by an executive committee of trustees appointed annually by the membership. The executive committee discharges some accountabilities to non-committee members in the following roles:

- Librarian
- Instruments and Equipment Manager
- Media and Promotions Manager
- Fundraising Manager
- Contest Secretary
- Bandroom Manager

Objectives and Activities

Summary of Objectives

The Band shall exist for the purpose of the promotion of, education in and appreciation of brass band music amongst persons of all ages. In furtherance of the primary charitable object, the Band shall exist to:

- Coordinate the skills and training of band members.
- Provide opportunities and facilities for the performance and appreciation of music.
- Promote musical direction.

Achievements and Performance

Achievements of the Management Team

The administration of the Charity is carried out by the Trustees and nonTrustee members with allocated management roles. Collectively the team manage:

- Band Financial Affairs
- HMRC GiftAid
- Concert Bookings
- Contest Bookings
- Travel
- Band Instruments and Uniform
- Fundraising
- Insurance
- Band Safe / BOPAs
- Player Registrations
- Memberships (BBE, Making Music, NWABBA)
- Health and Safety including Covid19 management

Impact and Achievements of Rode Hall Silver Band

Rehearsals

Following the worst of the Covid-19 Pandemic, from late May 2021 the band were able to re-establish twice-weekly rehearsals at the Scholar Green Village Hall, totalling 138 hours of musical development time for the members.

Supporting other Charitable Organisations & Community Events

Opportunities to support and play at community events were somewhat limited due to the ongoing impact of the pandemic, however activities increased significantly compared to the previous year. Most events were held outdoors and it is anticipated that a more normal annual program of events will resume from the year end.

Date	Event
14th September 2021	Congleton Civic Parade
19th September 2021	Congleton Cenotaph Dedication
25th September 2021	Last Night of the Proms Rotary Charity Concert
12th November 2021	Middleport Pottery Christmas Lights Switch on
28th November 2021	Goostrey Scouts Christmas Lights Switch on
16th December 2021	Congleton Town Carol Service
19th December 2021	Cross Street Church Carol Service

Contests

The band entered and competed in the following contests during the 2021-22 period:

Contest	Date	Piece	Place
Wychavon Festival of Brass	30th October 2021		4
NW Area Regional Championships	27th February 2022	Facets of Glass	10

Finance

Reserves Policy

The charity aims to keep sufficient funds in reserve to maintain operation for a minimum period of one year. This is calculated on the highest expenditure of the last 3 financial years, plus the annual cost of our new accommodation at Scholar Green Village Hall, as this is a new expenditure that the band has not previously had to finance.

At the start of the financial year, the band had exceeded the minimum reserve due to cessation of banding activity caused by the pandemic, as explained in the previous year's report.

During this financial year the trustees have made a number of investments in Uniform and Band Equipment to address the reserve excess.

Treasurer's Summary notes

Band activity resumed during the 2021-22 financial year although there were still impacts from the pandemic which impacted the band's income and expenditure.

Towards the end of the financial year, the trustees made the decision to vacate our previous rehearsal space in the building owned by Rode Hall Estate. The use of the Village Hall to facilitate social distancing during the pandemic has demonstrated that it is a more suitable rehearsal space. Although the use of this venue comes at a cost to the band versus the previous location, the band is now no longer faced with the significant investments that would be required to remain resident under a new lease with the Rode Hall Estate.

Comments on Income

- Income from bookings was re-established after the pandemic, but at the lowest total since 2016
- Donation and collection income was much lower than previous years as there were fewer playing opportunities to receive them and the general use of cash was much lower due to the pandemic
- £400 was raised from the sale of chairs as the band prepared to move to the Village Hall
- Subscriptions income was re-established as the band returned to rehearsals
- Overall income would not have been sufficient to cover running expenditures without the reserves in place at the start of the year. Resumption of normal activities in the next financial year is expected to address the majority of the deficit and the trustees are monitoring finances monthly

Comments on expenditure

- Expenses associated with contesting have resumed, such as coaches, additional rehearsals, entry fees and player registrations.
- £100 cost of sales was the agreed delivery fee for the sale of chairs - funded by the buyer
- A full set of new stands for concerts were purchased
- A major investment was made in new uniform, totalling £6577.50
- A number of new pieces of music were purchased
- Moving the band's rehearsal space to the Village Hall has introduced a new major ongoing expenditure. A lower annual fee has been negotiated with the Village Hall Trustees for the next financial year.

End of year Balance Sheet 5th April 2022

ASSETS

Current Assets

Treasurers Account (1200)	£10,872.99	
Cash Band Manager (1210)	£100.00	
BB INST ONLINE (1220)	£15,406.19	
	TOTAL ASSETS	£26,379.18

LIABILITIES

Current Liabilities

Trade Creditors (2100)	£3,331.05	
	Total Current Liabilities	£3,331.05

Future Liabilities

Total Future Liabilities	£0.00
TOTAL LIABILITIES	£3,331.05
TOTAL NET ASSETS	£23,048.13

EQUITY

Net Assets (current year)	£23,048.13	
Net Assets (prior year)	£31,372.96	
Net Profit / Loss (current year)	£(8,324.83)	
	TOTAL EQUITY	£23,048.13

Receipts and Payments 6th April 2021 to 5th April 2022

Receipts	2020-2021	2021-2022
Concert Fees	£	£ 2,798.91
Donation	£ 768.35	£ 125.50
Other Income	£	£ 100.00
Grants	£ 21,370.43	£
HMRC Gift Aid	£ 12.50	£
Instrument / Asset Sale	£	£ 400.00
Interest	£ 2.77	£ 1.56
Public Collections	£	£ 178.87
Subscriptions	£ (189.20)	£ 2,098.00
Receipts Totals	£ 21,964.85	£ 5,702.84
Payments	2020-2021	2021-2022
Awards and Gifts	£ 25.00	£ 77.79
Band Room Upkeep	£ 54.00	£
Band Social Events	£	£ 75.00
Coaches	£	£ 695.00
Committee Meeting Expenses	£	£ 45.00
Conductor Expenses	£ 210.00	£ 1,185.00
Contest Expenses	£	£ 270.00
Cost of Sales	£	£ 100.00
Covid19 Management	£ 137.48	£
Deps	£	£ 64.56
Donations	£ 50.00	£
Electricity	£ 228.00	£ 96.00
Instrument & Band Equipment Purchase	£	£ 1,034.22
Instrument Repair	£	£ 330.00
Insurance	£ 620.00	£ 629.00
Music	£	£ 352.03
Postage & Carriage	£	£ 39.88
Registrations & Memberships	£ 97.50	£ 256.35
Stationary	£ 3.10	£
Uniform	£	£ 6,577.50
Village Hall Hire	£	£ 2,090.00
Water	£ 62.17	£ 67.28
Web Site	£ 59.85	£ 43.06
Expenditure Totals	£ 1,547.10	£ 14,027.67
Profit / Loss		£(8,324.83)

Independent Examination

An independent examination of the accounts was carried out on the 16th May 2022 by Caitlin Beardmore (FIAB), Caitlin Beardmore Ltd.

caitlin@caitlinbeardmore.co.uk



Michael Whitehurst <michael.76whitehurst@gmail.com>

Accepted: Examination of Accounts - Rode Hall Band

Caitlin Beardmore <caitlinbeardmore@gmail.com>
To: Michael Whitehurst <michael.76whitehurst@gmail.com>

18 May 2022 at 20:37

Hello Michael

It was nice to catch up again for this years accounts examination.

I can confirm that everything I checked in the records was in order and appropriately dealt with.

The cross referencing made locating the invoice and payments easy and the records are very consistently dealt with . The new expense claim meets the compliance criteria and captures the relevant information very well.

The sage program transaction content is very accurate and reconciles very well to the paper statements.

Hope your coast to coast goes well

Regards

Caitlin Beardmore

Declaration

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

Signed on behalf of the charity's trustees.

Signatures

Victoria Sherwood (Chairperson)

Cari Latham (Secretary)

Date: 30th June 2022