

REGISTERED COMPANY NUMBER: CEO20891 (England and Wales)
REGISTERED CHARITY NUMBER: 1188221

TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
HITCHIN BAND

HITCHIN BAND

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FOR THE YEAR ENDED 31 MARCH 2022

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HITCHIN BAND (REGISTERED NUMBER: CEO20891)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report with the financial statements of the charity for the period ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The object of the CIO is the advancement of the art of music, in particular brass band music, in Hitchin and the surrounding area, for the public benefit by:

- (a) Offering training and coaching to musicians of all ages to enable them to play to a standard ready for public performance and to develop their musical abilities;
- (b) Performing public concerts of varied and informative programmes;
- (c) Collaborating with other groups and individuals to enhance the offering to audiences.

Significant activities

Covid and Covid restrictions were still a significant factor during this FY, in the early part of the year indoor rehearsal was not permitted and most of our activity took place online, with some small group rehearsals outdoors. From late June, the senior band and Community Brass were able to resume rehearsals and the senior band was able to resume performances. For the time being, we have reduced senior band rehearsals to one rehearsal per week.

In September, we were extremely pleased to be able to resume rehearsals with our Youth Band, albeit with just six youngsters returning. However, on 10th December 21, supported by Brass Bands England and Herts Music Service, members of the band performed in an assembly at Oughton School, Hitchin. The response of the pupils was tremendous and over the next few weeks numbers in our Youth Band grew. Through further visits to schools and word of mouth, by end of year, numbers were up to 20 each week. Of these, seven had never played a brass instrument.

Volunteers teaching and coaching the Youth Band all took a day-long course in training techniques, run by Brass Bands England with Herts Music Service, as well as separate courses on Safeguarding.

Covid has had an enduring effect, requiring us to seek larger rehearsal facilities and this has resulted in our three bands being spread across three different rehearsal venues. This has been a driver for the Trustees and Committee to begin investigating options for a permanent home for the organisation and we continue to pursue those options.

In September we began planning for a major collaboration with the Foden's Band, for which we are seeking significant funding from the Arts Council. This event will take place in May 22.

Public benefit

At all times, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Public performances by the senior band resumed in June 21 and every performance was strongly supported and warmly welcomed by the public.

Our Youth Band and Community Band resumed regular rehearsals, offering loan of instruments, tuition and coaching, and the chance to perform as a group for a very low subscription (£1/rehearsal for Youth Band, £2.50/rehearsal for Community Brass).

We staged seven performances of The Snowman over the Christmas period to audiences in Hitchin, Letchworth and Bedford. These were multimedia experiences involving collaboration with other local musicians, Hitchin Film, Letchworth Garden City Heritage Foundation and local children who had auditioned to sing a solo as part of each performance. All performances were sold out and feedback has been tremendous.

HITCHIN BAND (REGISTERED NUMBER: CEO20891)

TRUSTEES' REPORT **FOR THE YEAR ENDED 31 MARCH 2022**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In the first three months of the FY, amid changing Covid regulations, when face to face rehearsal was not possible, we continued to on-line coaching seminars and participation in on-line events for all members.

In late June 21 members of the senior band were able to take part in an Armed Forces Day event at Letchworth. Thereafter, the band performed at seven different events plus seven performances of The Snowman.

Our Youth Band has been up and running again since September and is open throughout the school year to anyone under 16 who wishes to join. All volunteers have undergone training in coaching and Safeguarding and all have been DBS checked.

Our Community Band is open to anyone of any standard who wishes to come along to join the group. It offers a supportive atmosphere with no pressure and no commitment. Attendance is regularly 20 to 30 players at each rehearsal.

FINANCIAL REVIEW

Financial position

Throughout the year our subscription rates for members of the senior band have been maintained (at £25/month and £10/month for those not in full employment). This has provided a solid foundation, covering much of the core overheads of the organisation.

In addition to capital purchases of instruments, music and equipment amounting to £1,348, the organisation has been able to invest in the servicing and repairs of instruments and the training of volunteers.

The Statement of Financial Activities shows a deficit for the year of £4,829 compared to a surplus in the last period of £45,383 which arose in part due to the introduction of funds and instruments.

The balance of funds carried forward as at 31 March 2022 was £40,554 compared to £45,383 last year due to the above deficit.

Principal funding sources

Principal source of income in this financial year has been:

- Members subscriptions.
- Income from concerts and events.
- Paid engagements.
- Donations and public collections.

Reserves policy

The CIO currently has no formal policy on holding minimum reserves, however, we would expect to maintain a working balance not less than £5,000. This ensures the ability of the CIO to pay running costs in the event that numbers of members paying subscriptions were to reduce or paid events need to be cancelled.

Balance over past five FYs has not been below £5,000. Current balance exceeds £15,000.

Going concern

There are no concerns about the future of Hitchin Band continuing as a going concern.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation.

HITCHIN BAND (REGISTERED NUMBER: CEO20891)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity constitution

In 2020, the inaugural year of the CIO, the members of the committee elected at the AGM on 9 May 19 became the trustees for the CIO. Their names were included in the draft CIO constitution which was formally proposed and unanimously accepted at that meeting.

Induction and training of new trustees

(1) Elected charity trustees:

(a) At every annual general meeting of the members of the CIO, one-third of the elected charity trustees shall retire from office. If the number of elected charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire;

(b) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot;

(c) The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (d) of this clause;

(d) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been, or as an additional charity trustee, provided that the limit specified in clause [12(3)] on the number of charity trustees would not as a result be exceeded;

(e) A person so appointed by the members of the CIO shall retire in accordance with the provisions of sub-clauses (a) and (b) of this clause. A person so appointed by the charity trustees shall retire at the conclusion of the annual general meeting next following the date of his appointment, and shall not be counted for the purpose of determining which of the charity trustees is to retire by rotation at that meeting.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CEO20891 (England and Wales)

Registered Charity number

1188221

Registered office

33 Crowland Road

Luton

Beds

LU2 8EH

Trustees

K A Birch

A P Hooker Secretary

Mrs D M Birch Chair (appointed 29.4.21)

R Bush (appointed 29.4.21)

Mrs H Landsman (appointed 29.4.21)

A Ilott Treasurer (appointed 29.4.21)

A Birring (appointed 29.4.21)

M J Thorn (resigned 19.5.22)

C N Ankers (resigned 19.5.22)

A R Grady

HITCHIN BAND (REGISTERED NUMBER: CEO20891)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Bradshaw Johnson
Chartered Accountants
Croft Chambers
11 Bancroft
Hitchin
Hertfordshire
SG5 1JQ

Approved by order of the board of trustees on 20 October 2022 and signed on its behalf by:

A P Hooker - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HITCHIN BAND

Independent examiner's report to the trustees of Hitchin Band

I report to the charity trustees on my examination of the accounts of the Hitchin Band for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

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

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the CIO as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view, which is not a matter considered as part of an independent examination.

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

Neil Harding FCA
Bradshaw Johnson
Chartered Accountants
Croft Chambers
11 Bancroft
Hitchin
Hertfordshire
SG5 1JQ

Date: 21 October 2022

HITCHIN BAND

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

				Year Ended 31.3.22	Period 27.2.20 to 31.3.21
	Notes	Unrestricted fund £	Restricted fund £	Total funds £	Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		6,967	-	6,967	6,058
Other trading activities	2	11,582	-	11,582	38
Other income		<u>1,835</u>	<u>-</u>	<u>1,835</u>	<u>53,107</u>
Total		<u>20,384</u>	<u>-</u>	<u>20,384</u>	<u>59,203</u>
 EXPENDITURE ON					
Raising funds		458	-	458	50
Charitable activities					
Charity activities		<u>24,755</u>	<u>-</u>	<u>24,755</u>	<u>13,770</u>
Total		<u>25,213</u>	<u>-</u>	<u>25,213</u>	<u>13,820</u>
 NET INCOME/(EXPENDITURE)		 (4,829)	 -	 (4,829)	 45,383
 RECONCILIATION OF FUNDS					
Total funds brought forward		45,383	-	45,383	-
Revaluation adjustment		14,337	-	14,337	-
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u><u>54,891</u></u>	<u><u>-</u></u>	<u><u>54,891</u></u>	<u><u>45,383</u></u>

The notes form part of these financial statements

HITCHIN BAND (REGISTERED NUMBER: CEO20891)

STATEMENT OF FINANCIAL POSITION
31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	6	40,247	-	40,247	31,040
CURRENT ASSETS					
Debtors	7	200	-	200	200
Cash at bank		<u>15,819</u>	<u>-</u>	<u>15,819</u>	<u>15,465</u>
		16,019	-	16,019	15,665
CREDITORS					
Amounts falling due within one year	8	(1,375)	-	(1,375)	(1,322)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CURRENT ASSETS		<u>14,644</u>	<u>-</u>	<u>14,644</u>	<u>14,343</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>54,891</u>	<u>-</u>	<u>54,891</u>	<u>45,383</u>
NET ASSETS		<u>54,891</u>	<u>-</u>	<u>54,891</u>	<u>45,383</u>
FUNDS	9				
Unrestricted funds				<u>54,891</u>	<u>45,383</u>
TOTAL FUNDS				<u>54,891</u>	<u>45,383</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 20 October 2022 and were signed on its behalf by:

D M Birch – Trustee

The notes form part of these financial statements

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED 31 MARCH 2022**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements for the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Hitchin Band meets the definition of public entity under FRS 102.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Instruments - 20% on reducing balance

Instruments and equipment were revalued by the Trustees as at 31 March 2022. This will be revisited on an annual basis.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

2. OTHER TRADING ACTIVITIES

	Year Ended 31.3.22 £	Period 27.2.20 to 31.3.21 £
Concert income	<u>11,582</u>	<u>38</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	Year Ended 31.3.22 £	Period 27.2.20 to 31.3.21 £
Depreciation - owned assets	<u>6,478</u>	<u>7,760</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the period ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the period ended 31 March 2021.

5. 2021 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	6,058	-	6,058
Other trading activities	38	-	38
Other income	<u>53,107</u>	<u>-</u>	<u>53,107</u>
Total	<u>59,203</u>	<u>-</u>	<u>59,203</u>
 EXPENDITURE ON			
Raising funds	50	-	50
 Charitable activities			
Charity activities	<u>13,770</u>	<u>-</u>	<u>13,770</u>
Total	<u>13,820</u>	<u>-</u>	<u>13,820</u>
 NET INCOME	45,383	-	45,383

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

5. 2021 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>45,383</u>	<u>-</u>	<u>45,383</u>

6. TANGIBLE FIXED ASSETS

	Instruments £
COST OR VALUATION	
At 1 April 2021	38,800
Additions	1,348
Revaluations	<u>99</u>
At 31 March 2022	<u>40,247</u>
DEPRECIATION	
At 1 April 2021	7,760
Charge for year	6,478
Revaluation adjustments	<u>(14,238)</u>
At 31 March 2022	<u>-</u>
NET BOOK VALUE	
At 31 March 2022	<u>40,247</u>
At 31 March 2021	<u>31,040</u>

Cost or valuation at 31 March 2022 is represented by:

	Instruments £
Valuation in 2022	99
Cost	<u>40,148</u>
	<u>40,247</u>

If instruments and equipment had not been revalued they would have been included at the following historical cost:

	31.3.22 £	31.3.21 £
Cost	<u>40,148</u>	<u>-</u>
Aggregate depreciation	<u>14,238</u>	<u>-</u>

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Other debtors	<u>200</u>	<u>200</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Other creditors	535	482
Accrued expenses	<u>840</u>	<u>840</u>
	<u>1,375</u>	<u>1,322</u>

9. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	59,720	(4,829)	54,891
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>59,720</u>	<u>(4,829)</u>	<u>54,891</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	20,384	(25,213)	(4,829)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>20,384</u>	<u>(25,213)</u>	<u>(4,829)</u>

Comparatives for movement in funds

	Net movement in funds	At 31.3.21
	£	£
Unrestricted funds		
General fund	45,383	45,383
	<u> </u>	<u> </u>
TOTAL FUNDS	<u>45,383</u>	<u>45,383</u>

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	59,203	(13,820)	45,383
TOTAL FUNDS	<u>59,203</u>	<u>(13,820)</u>	<u>45,383</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.