

KITCHIN BAND

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FOR THE YEAR ENDED 31 MARCH 2023

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report with the financial statements of the charity for the period ended 31 March 2023. 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

This FY, with Covid continuing to reduce, the bands returned to full schedules of performances. Following agreement at the 2022 AGM, the main band elected to continue with one rehearsal per week, with additional rehearsals scheduled in the run up to contests and major concerts. The main band undertook seven paid engagements, three self-promoted concerts and, once again, staged seven sold-out performances of The Snowman over the Christmas period to audiences in Hitchin, Letchworth, and Bedford, 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. A very significant event was our concert on 7 May 23, which featured Hitchin Band and Hitchin Youth Brass Band performing alongside the Fodens Band. This was part of a project sponsored by the Arts Council, which involved collaboration with local schools and performers, multimedia presentation, commissioning of an original piece performed by all three bands, performance workshops for the bands and other local musicians, and audio/video recording of the concert.

The Youth Band continued to thrive with numbers growing steadily over the year, particularly new starters with no experience. The Fodens concert was a major focus for the youngsters, who also performed at a joint rehearsal and concert event with the main band and Hitchin Community Brass in October, and at the Christmas concert.

Hitchin Community Brass also continued to progress, with charity concert performances in Hitchin as well as the Christmas concert.

The organisations AGM was held on 11.5.23 at Holwell Village Hall.

Public benefit

At all times, the trustees have had regard to the guidance issued by the Charity Commission on public benefit. Public performances by all three of our bands have been strongly supported and warmly welcomed by the public. In particular, the band performed for large public events around the Queen's Jubilee celebrations. Our concert with Fodens Band and other self-promoted concerts offered free entry to under 16s. Events associated with the Fodens concert project extended to local schools and other local performers. Our Youth Band and Community Band are open to anyone who wishes to join, without audition, and we offer free 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).

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

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.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The main band performed free of charge for a fundraising concert for Holy Saviour's Church in Hitchin and for the Garden House Hospice in Letchworth. Community Brass performed as part of a fundraising event for Ukraine.

Our Youth Band and Community Band are open to anyone who wishes to join, without audition, and we offer free 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).

FINANCIAL REVIEW

Financial position

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 continues to provide a solid foundation, covering much of the core overheads of the organisation. We have invested in additional instruments and equipment for the Youth Band which will support its continuing expansion.

The Statement of Financial Activities shows a deficit, pre-revaluation of instruments, for the year of £2,436 (2022 £4,829). This is due, in part, to increased concert activity in the year.

The balance of funds carried forward was £57,519 compared to £54,891 last year - these include the increased instrument values.

Principal funding sources

Principle source of income in this financial year has been:

- Income from concerts and events;
- A grant from the Arts Council relating to the project with Fodens Band;
- Member subscriptions;
- 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 cash balance exceeds £16,800.

Going concern

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

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

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

R Bush

Mrs H Landsman

A Ilott Treasurer

A Birring

M J Thorn (resigned 19.5.22)

C N Ankers (resigned 19.5.22)

A R Grady

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Bradshaw Johnson

Chartered Accountants

Croft Chambers

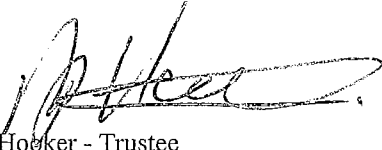
11 Bancroft

Hitchin

Hertfordshire

SG5 1JQ

Approved by order of the board of trustees on 11 November 2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'A P Hooker', written over a horizontal line.

A P Hooker - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HITCHIN BAND

Independent examiner's report to the trustees of Hitchin Band ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

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').

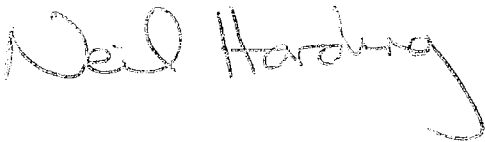
I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act') and in carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

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 the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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; or

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: 14-11-23

HITCHIN BAND

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

		31.3.23 Unrestricted fund £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		6,482	6,967
Other trading activities	2	25,064	11,582
Other income		<u>2,585</u>	<u>1,835</u>
Total		<u>34,131</u>	<u>20,384</u>
 EXPENDITURE ON			
Raising funds		-	458
Charitable activities			
Charity activities		<u>36,567</u>	<u>24,755</u>
Total		<u>36,567</u>	<u>25,213</u>
 NET INCOME/(EXPENDITURE)		(2,436)	(4,829)
Other recognised gains/(losses)			
Gains on revaluation of fixed assets		<u>5,064</u>	<u>14,337</u>
Net movement in funds		2,628	9,508
 RECONCILIATION OF FUNDS			
Total funds brought forward		54,891	45,383
 TOTAL FUNDS CARRIED FORWARD		<u>57,519</u>	<u>54,891</u>

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION
31 MARCH 2023

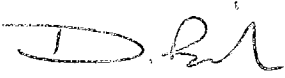
		31.3.23 Unrestricted fund £	31.3.22 Total funds £
	Notes		
FIXED ASSETS			
Tangible assets	6	41,520	40,247
CURRENT ASSETS			
Debtors	7	200	200
Cash at bank		<u>16,881</u>	<u>15,819</u>
		17,081	16,019
CREDITORS			
Amounts falling due within one year	8	(1,082)	(1,375)
		<u>15,999</u>	<u>14,644</u>
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		57,519	54,891
		<u>57,519</u>	<u>54,891</u>
NET ASSETS			
FUNDS	9		
Unrestricted funds		<u>57,519</u>	<u>54,891</u>
TOTAL FUNDS		<u>57,519</u>	<u>54,891</u>

The notes form part of these financial statements

HITCHIN BAND (REGISTERED NUMBER: CEO20891)

STATEMENT OF FINANCIAL POSITION - continued
31 MARCH 2023

The financial statements were approved by the Board of Trustees and authorised for issue on 11 November 2023 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'D M Birch', written over a horizontal line.

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 2023

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 2023. 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 2023

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Concert income	<u>25,064</u>	<u>11,582</u>

3. NET INCOME/(EXPENDITURE)

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

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	<u>5,456</u>	<u>6,478</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

5. 2022 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	6,967
Other trading activities	11,582
Other income	<u>1,835</u>
Total	<u>20,384</u>
EXPENDITURE ON	
Raising funds	458
Charitable activities	
Charity activities	<u>24,755</u>
Total	<u>25,213</u>
NET INCOME/(EXPENDITURE)	(4,829)
Other recognised gains/(losses)	
Gains on revaluation of fixed assets	<u>14,337</u>
Net movement in funds	9,508
RECONCILIATION OF FUNDS	
Total funds brought forward	45,383

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

5. 2022 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
fund
£

TOTAL FUNDS CARRIED FORWARD

54,891

6. TANGIBLE FIXED ASSETS

Instruments
£

COST OR VALUATION

At 1 April 2022

40,247

Additions

1,665

Revaluations

(392)

At 31 March 2023

41,520

DEPRECIATION

Charge for year

5,456

Revaluation adjustments

(5,456)

At 31 March 2023

-

NET BOOK VALUE

At 31 March 2023

41,520

At 31 March 2022

40,247

Cost or valuation at 31 March 2023 is represented by:

Instruments
£

Valuation in 2022

99

Valuation in 2023

(392)

Cost

41,813

41,520

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

	31.3.23	31.3.22
	£	£
Cost	<u>41,813</u>	<u>40,148</u>
Aggregate depreciation	<u>19,694</u>	<u>14,238</u>

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Other debtors	<u>200</u>	<u>200</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Other creditors	242	535
Accrued expenses	<u>840</u>	<u>840</u>
	<u>1,082</u>	<u>1,375</u>

9. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	54,891	2,628	57,519
	<u>54,891</u>	<u>2,628</u>	<u>57,519</u>
TOTAL FUNDS	<u>54,891</u>	<u>2,628</u>	<u>57,519</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	34,131	(36,567)	5,064	2,628
	<u>34,131</u>	<u>(36,567)</u>	<u>5,064</u>	<u>2,628</u>
TOTAL FUNDS	<u>34,131</u>	<u>(36,567)</u>	<u>5,064</u>	<u>2,628</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	45,383	9,508	54,891
	<u>45,383</u>	<u>9,508</u>	<u>54,891</u>
TOTAL FUNDS	<u>45,383</u>	<u>9,508</u>	<u>54,891</u>

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

9. **MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	20,384	(25,213)	14,337	9,508
TOTAL FUNDS	<u>20,384</u>	<u>(25,213)</u>	<u>14,337</u>	<u>9,508</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	45,383	12,136	57,519
TOTAL FUNDS	<u>45,383</u>	<u>12,136</u>	<u>57,519</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	54,515	(61,780)	19,401	12,136
TOTAL FUNDS	<u>54,515</u>	<u>(61,780)</u>	<u>19,401</u>	<u>12,136</u>

HITCHIN BAND

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.