



# Trustees' Annual Report for the period

From **Period start date** 1 August 2021 To **Period end date** 31 July 2022



## Section A Reference and administration details

<b>Charity name</b>	Reigate and Redhill Choral Society CIO		
<b>Other names charity is known by</b>	RRCS		
<b>Registered charity number (if any)</b>	1188249		
<b>Charity's principal address</b>	46 Park Lane		
	Reigate		
	Surrey		
	<b>Postcode</b>	RH2 8JX	

### 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	Ailsa Darroch	Chair from 10/9/2019		
2	Adrienne Elliott	Secretary from 11/9/2018		
3	Tim Nelson	Treasurer from 11/9/2018		
4	Sarah Ashworth	Membership Secretary from 10/9/2019		
5	David Lake		Until 17/05/2022	
6	Nigel Riddell		Until 17/05/2022	
7	Yvonne Sinclair			
8	Kevin Chamberlain			
9	Richard Salmon		From 17/05/2022	
10				
11				
12				
13				
14				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 26 September 2019, and came into effect with the registration of the CIO on 28 February 2020.
How the charity is constituted (eg. trust association company)	RRCS is a Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Trustees are normally elected or re-elected by members at the Annual General Meeting. Trustees may also be appointed at other times by members or the charity trustees.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Coronavirus

Continuing COVID issues constrained activities again this year, especially in the autumn term, but we were able to sing together and perform two full concerts in spring and summer. The choir continued to rehearse in a modern well ventilated school hall, but the space was not so good for singing. At the end of the summer term we returned to our pre-COVID venue.

#### Musical Director

Our interim MD Jordan Theis left after one term to take up a permanent position, and Penelope Homer was appointed as interim MD in the Spring. A formal recruitment process for a permanent MD will take place during the 2022-23 season.

#### Membership

With the lifting of COVID restrictions, membership and subscription income have started to improve. By the end of the season there were 90 members.

## Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the Society are to advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public concerts and recitals.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Society is committed to providing a vehicle for the enjoyment of choral music in all its many forms by:

- promoting and encouraging live music in the community; bringing together all who enjoy singing in a lively and social atmosphere;
- raising standards of presentation and promotion through innovative programming and excellence in performance;
- welcoming singers regardless of their race, ethnic or national origins, gender, marital status, sexual orientation, age, disability, religious or political beliefs or socio-economic status;
- helping members to acquire and develop the necessary skills to achieve the realisation of their full musical potential;
- providing members with services that are effective, efficient and

good value for money;

- aiming to achieve the highest possible standards in issues of governance, internal structure and communication;
- playing a constructive role in establishing and building ongoing relationships with businesses, organisations and individuals; and
- such other ways as the Society, through its Management Committee, shall determine from time to time.

The trustees have had regard to the Charity Commission's guidance on public benefit. In pursuing our aims for the public benefit, the choir impacts on people's lives in two ways. First, for participants, we involve people in a creative, enjoyable and fulfilling educational activity, providing them with opportunity to develop vocal technique and musical repertoire. Second, for audiences, we present exciting, innovative and high-quality performances which should always be a pleasurable cultural experience, but will sometimes challenge them and educate them by extending their musical knowledge.

The choir is non-audition, so that people without prior experience are able to join. There is a reduced subscription rate for students and a bursary scheme to cover the subscription in case of need.

At our concerts we offer concessionary rates for young people and we subsidise our ticket prices to make our events as accessible as possible.

In normal years the choir performs at least four times per season as well as organising activities designed to involve the wider community, such as a Christmas Festival of Carols for local school children and choral workshops which are open to non-members. In addition, it holds fund-raising events, often with a social purpose, and tours each Spring either within the UK or on the continent.

#### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In addition to the functions of the trustees, the success of the choir relies heavily upon a large number of members who perform voluntary roles on behalf of the choir. The roles cover music library, fundraising, concert and tour organisation, marketing, website and media, and community development.

## Section D Achievements and performance

**Summary of the main achievements of the charity during the year**

### RRCS Chair Report, Season 80 2021-22

Our 80th Season launched in September 2021, full of excited optimism as we reverted to in-person rehearsals on Tuesday evenings under the leadership of our new interim Musical Director, Jordan Theis. Whilst there were a few teething problems at our new venue in The Carrington School due to their delayed building works, their performance theatre offered sufficient space and ventilation, allowing us to comply with government guidelines on communal singing and our own Covid Risk Management Policy.

Jordan devised a rousing programme of familiar choruses by Mozart, Dvorak and Puccini, as well as using carefully selected anthems to help us rebuild vocal stamina and technique after what for many of us had been a break of 18 months from proper singing. Before long, we

optimistically started to plan an Advent concert to be held at St John's Church, despite the emergence of the Omicron strain of the Covid virus. The programme included both well-known and less familiar baroque music in the first half, during which we finally managed to perform Vivaldi's famous Gloria to an indoor audience, using small ensembles of choir members to sing the solo parts. The programme for the second half focused on Advent and Christmas carols, to fit the season. We were thrilled to welcome back five of our regular Surrey ProMusica instrumental accompanists for this concert, to join Charles on the organ and continuo. Sadly for RRCS, Jordan was offered a larger role starting in January 2022 which clashed with our rehearsals, so we had to bid him farewell after our concert, and find another interim Musical Director to guide us through to the summer. Two candidates were recommended to us by Cole Bendall, and following interviews with the Trustees, Penny Homer was appointed to the role.

Whilst we were not able to organise any social or fund-raising events during the Autumn term, in early October we did arrange for Cole Bendall to lead a two-session workshop for members. The first session enabled us to brush up tricky sections of Handel's Messiah ahead of our expedition to the Royal Albert Hall in November to join in The Really Big Chorus performance, whilst the second half was aimed at revising our work on Fauré's Requiem ahead of our recording session with Covent Garden Sinfonia, also in November. A party of around 50 members travelled to the Royal Albert Hall for the Messiah performance, which was a truly exhilarating experience; in total there were around 2000 singers in the RAH the night which was lower than the pre-Covid 4500 singer capacity, however we still felt as though we raised the roof when singing the Hallelujah chorus!

We were delighted to welcome Penny in January, as our first female conductor. We quickly put together a programme for our Spring concert, including Paul Carr's Stabat Mater which was postponed from March 2020, Puccini's rousing Messa di Gloria, and to mark Vaughan Williams' 150th anniversary, a performance of The Lark Ascending. Once again we were joined by members of Surrey ProMusica including Andrew Laing as our excellent violin soloist; our wonderful tenor and bass soloists for the Puccini were generously sponsored by the Josephine Baker Trust. Paul Carr visited us during our dress rehearsal to share some tips but unfortunately was unable to attend the concert; he was extremely complimentary and enthusiastic about our preparations. His comments were echoed by some very positive audience feedback and reviews, which was gratifying and encouraging for our singers after a term of hard work.

In early May we began preparations in earnest for our summer concert which was to mark our 80th Anniversary. Plans originally mooted in 2018 including the commissioning of a new work and a performance in a major venue had to be shelved due to the uncertainties of Covid, which also made indoor social celebrations to mark the occasion financially unviable. However we were determined to make the best of the situation, so Penny devised a programme of British Choral music from Baroque to contemporary, including a new short piece by Sarah Dacey and with John Rutter's Requiem as the main piece; we obtained a generous grant from The Humphrey Richardson Taylor Charitable Trust to fund an orchestra of 22 orchestral players from Surrey ProMusica to accompany us, and the concert took place at St Mary's Church in Reigate on 9th July. Another remarkable anniversary which fell during the summer term was of course The Queen's 70th Jubilee; RRCS was honoured to be invited by the Mayor of Reigate & Banstead to perform the Jubilee and National Anthems at the national Beacon Lighting ceremony in Priory

Park on Thursday 2nd June. We were also invited to sing at Brockham Village's Jubilee Celebrations, so a small group of members gathered there on 4th June to perform some of our lovely British Choral Music summer programme, including works by Elgar, John Ireland, Samuel Coleridge Taylor and Vaughan William, together with some traditional pieces for the crowd to join in, which they did very enthusiastically!

Our concert charity partners for this year were Macmillan Cancer Support (December 2021), Renewed Hope (April 2022) and St Catherine's Hospice (July 2022). Other funds raised by members this year on sponsored walks were put towards the Anniversary Concert and our Bursary Fund.

Once again RRCS weathered a very challenging year, mainly caused by changing Covid conditions. We adapted to two different rehearsal locations during the year and staged performances in five different local venues under three different musical directors, all of which demonstrate the support and flexibility of our members, and their indomitable spirit! The day-to-day smooth administration of the choir is achieved thanks to the efforts of the Trustees and Operational Committee, assisted by a small army of members who contribute to the organisation of rehearsals and events and to whom we are all immensely grateful. The Trustees look forward to building a more stable future for the choir under the leadership of our new Musical Director in 2023.

Ailsa Darroch, November 2022

## Section E Financial review

### Brief statement of the charity's policy on reserves

The choir's total funds less liabilities stood at £69,364 at the year end, compared to 68,771 at the end of last year.

It has again not proved necessary to use reserves to make up any shortfall over the season.

The reserves policy did not change during the year. Reserves of £33,000 are held to protect against future financial shocks and pressures. Designated funds of £21,000 are held for the purchase of new equipment (£3,000), staging (£15,000) and website / system development (£3,000). £10,000 initially held for an event during 2022 is expected to be earmarked for a future major event.

The budget for future seasons and the Reserves Policy will be reviewed following the appointment of a Musical Director during 2022-23.

No calls were made during the year on the Anne Garton Bursary Fund, that supports the bursary scheme to cover subscriptions in case of financial difficulty. The fund remains low at £915. New sources of funds still need to be obtained to fund bursaries in the medium to long term.

### Details of any funds materially in deficit

None.

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

#### Basis of Accounts

The choir's accounts are prepared on a 'Receipts and Payments' basis and are prepared in accordance with Charity Commission requirements based on the CC16a template.

#### Financial Highlights

Membership and subscriptions (at £16,418) are back to 75% of their pre-Covid level. Expenditure at £30,428 was about 55% of the pre-Covid level (excluding self-funded tour costs). Expenditure is expected to increase in future years as we get back to a complete programme of activities.

Unrestricted funds received a surplus of £1,884. The reduction of £3,155 in restricted funds was caused by the repayment of member credits accumulated during the Covid years, and the use of £1,230 raised last year to help fund the 80<sup>th</sup> Anniversary concert. The anniversary was also supported by further donations of £200 and a £2,000 grant from the HR Taylor Trust. The Josephine Baker Trust again provided £300 of financial support for soloists at our spring concert.

£2,075 was raised in fundraising and donations this year, similar to last season. The summer BBQ raised £458, sponsored walks £641 and the 100 Club £150. No corporate match or volunteer funding was obtained this year.

The choir staged three concerts this year, as well as a recording project and participation at two Queen's Jubilee events. The events were mostly loss making as follows:

- Fauré workshop and recording (£1,199)
- Christmas Concert (£751)
- Spring Concert (£1,776)
- Summer Concert (£1,470)
- Jubilee Events £50

No Gift Aid claims were made this year, pending the completion of new Gift Aid declaration forms.

#### Investment Policy

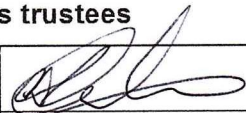

The policy to date has been to use low risk, low return, bank deposit accounts. The impact of inflation on reserves is now a cause for concern.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Ailsa Darroch	Timothy Nelson
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 22 / 12 / 2022

## Statement of Receipts and Expenditure for the year ending 31 July 2022

RECEIPTS				
Category	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Subscriptions	16,418.67		16,418.67	9,766.00
Friends	68.00		68.00	350.00
Anne Garton Bursary Fund Fundraising				260.00
Anniversary Fund Fundraising Income				680.00
Anniversary Fund Donations		200.00	200.00	550.00
Other Fundraising Income	1,327.19		1,327.19	273.73
Other Donations	547.98		547.98	273.77
Dell match / volunteer funding				741.45
Season tickets				(128.00)
Concert receipts	7,203.95		7,203.95	
Josephine Baker Trust Grant		300.00	300.00	
HR Taylor Trust		2,000.00	2,000.00	
Workshop receipts	256.05		256.05	
Tour receipts	2,000.00		2,000.00	
Music hire income	2,298.67		2,298.67	641.48
Music sales	252.95		252.95	18.50
Advertising receipts				
Face masks, collections, sundry receipts	142.00		142.00	1,251.00
External event receipts	33.00		33.00	
Tax refund				4,905.76
Bank interest	33.82		33.82	4.99
<b>GROSS INCOME</b>	<b>30,582.28</b>	<b>2,500.00</b>	<b>33,082.28</b>	<b>19,588.68</b>
Member credits				
Credits given for tour	(2,000.00)	2,000.00		
Credits given for subs				675.00
Credits given for season tickets				96.00
Cash refunds		(2,187.17)	(2,187.17)	(495.00)
Credits used		(1,738.00)	(1,738.00)	(2,415.00)
<b>Total</b>	<b>(2,000.00)</b>	<b>(1,925.17)</b>	<b>(3,925.17)</b>	<b>(2,139.00)</b>
<b>TOTALS RECEIPTS</b>	<b>£28,582.28</b>	<b>£574.83</b>	<b>£29,157.11</b>	<b>£17,449.68</b>

EXPENDITURE				
Category	Unrestricted	Restricted	2022 Total	2021 Total
	£	£	£	£
MD rehearsal fees	5,109.26		5,109.26	5,180.00
Accompanist rehearsal fees	3,531.64		3,531.64	2,649.80
Hire of rehearsal hall	1,788.64		1,788.64	815.00
Fundraising expenditure	263.48		263.48	
MD concert fees	1,760.00		1,760.00	300.00
MD bonus				950.00
Accompanist concert fees	745.00		745.00	145.20
Other concert expenditure	8,121.94		8,121.94	1,012.38
HR Taylor Trust		2,000.00	2,000.00	
Josephine Baker Trust Grant		300.00	300.00	
Anniversary Event Fund		1,430.00	1,430.00	
MD workshop fees	375.00		375.00	
Accompanist workshop fees	185.15		185.15	
Music hire expenditure	1,684.10		1,684.10	430.60
Music purchase	110.39		110.39	139.65
Face masks, collections, sundry expenses	331.39		331.39	1,781.75
External event expenditure				66.00
Administration and insurance	1,646.73		1,646.73	1,104.00
Legal costs				2,070.00
Hire of garage	895.20		895.20	895.20
Storage	150.00		150.00	400.00
<b>TOTAL EXPENDITURE</b>	<b>26,697.92</b>	<b>3,730.00</b>	<b>30,427.92</b>	<b>17,939.58</b>

SUMMARY				
Total Receipts	28,582.28	574.83	29,157.11	17,449.68
less Total Expenditure	(26,697.92)	(3,730.00)	(30,427.92)	(17,939.58)
<b>Surplus/(Deficit) for year</b>	<b>1,884.36</b>	<b>(3,155.17)</b>	<b>(1,270.81)</b>	<b>(489.90)</b>
Cash Funds at last year end	66,659.10	4,070.32	70,729.42	71,219.32
<b>TOTAL CASH FUNDS AT YEAR END</b>	<b>68,543.46</b>	<b>915.15</b>	<b>69,458.61</b>	<b>70,729.42</b>

# Statement of Assets and Liabilities at year end 31 July 2022

MONETARY ASSETS				
	Unrestricted <sup>3</sup>	Restricted	2022 Total	2021 Total
	£	£	£	£
Current Account (CAF Cash)	17,912.05	915.15	18,827.20	20,505.85
Deposit Account (CAF Gold)	8,155.65		8,155.65	8,150.47
Deposit Account (CAF Gold)	10.00		10.00	10.00
Long Term Deposit Account (CAF Platinum)	41,825.77		41,825.77	41,799.17
Cash and cheques on hand	639.99		639.99	263.93
	<b>£68,543.46</b>	<b>£915.15</b>	<b>£69,458.61</b>	<b>£70,729.42</b>
REPRESENTED BY FUNDS				
General Fund	4,543.46		4,543.46	2,659.10
Reserves	33,000.00		33,000.00	33,000.00
Designated Funds <sup>4</sup>	31,000.00		31,000.00	31,000.00
Anne Garton Bursary		915.15	915.15	915.15
Anniversary Event Fund				1,230.00
Member Credits				1,925.17
	<b>£68,543.46</b>	<b>£915.15</b>	<b>£69,458.61</b>	<b>£70,729.42</b>
LIABILITIES				
Member Credits				1,925.17
Refunds Due	94.00		94.00	33.00
	<b>£94.00</b>	<b>£0.00</b>	<b>£94.00</b>	<b>£1,958.17</b>

## Notes

- (1) No remuneration or fees were paid to any of the Trustees during this year, and no Trustees received any financial benefit from the CIO during this year.
- (2) There were no individual staff salaries paid.
- (3) Unrestricted Funds, available to be spent to fulfil the aims of the charity, comprise:
- a) General Funds: can be spent on any purpose including regular running costs.
  - b) Reserves: held to protect against financial shocks and pressures
  - c) Designated Funds: amounts earmarked for particular purposes
- (4) Designated funds of £31,000 currently comprise:
- |                          |         |
|--------------------------|---------|
| Equipment and staging    | £18,000 |
| Data storage and website | £3,000  |
| Major event              | £10,000 |
- More detail on restricted and unrestricted funds can be found in the Reserves Policy.


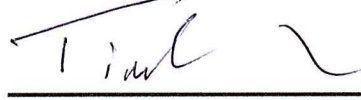
## Approval of accounts

The accounts were approved by the Trustees on

and signed on their behalf by:

Ailsa Darroch, Chair:

Tim Nelson, Treasurer:


  
 22/12/22





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Reigate & Redhill Choral Society CIO

On accounts for the year  
ended

31 July 2022

Charity no  
(if any)

1188249

Set out on pages

1 to 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2022.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

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

Signed:

Date: 23 December 2022

Name:

Christopher Peter Horry

Relevant professional  
qualification(s) or body  
(if any):

Institute of Chartered Accountants in England and Wales

Address:

15 Oak Hill

Epsom KT18 7BU

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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Deposit Account (CAF Gold)	8,155.65		8,155.65	8,150.47
Deposit Account (CAF Gold)	10.00		10.00	10.00
Long Term Deposit Account (CAF Platinum)	41,825.77		41,825.77	41,799.17
Cash and cheques on hand	639.99		639.99	263.93
	<b>£68,543.46</b>	<b>£915.15</b>	<b>£69,458.61</b>	<b>£70,729.42</b>
REPRESENTED BY FUNDS				
General Fund	4,543.46		4,543.46	2,659.10
Reserves	33,000.00		33,000.00	33,000.00
Designated Funds <sup>4</sup>	31,000.00		31,000.00	31,000.00
Anne Garton Bursary		915.15	915.15	915.15
Anniversary Event Fund				1,230.00
Member Credits				1,925.17
	<b>£68,543.46</b>	<b>£915.15</b>	<b>£69,458.61</b>	<b>£70,729.42</b>
LIABILITIES				
Member Credits				1,925.17
Refunds Due	94.00		94.00	33.00
	<b>£94.00</b>	<b>£0.00</b>	<b>£94.00</b>	<b>£1,958.17</b>

## Notes

- (1) No remuneration or fees were paid to any of the Trustees during this year, and no Trustees received any financial benefit from the CIO during this year.
- (2) There were no individual staff salaries paid.
- (3) Unrestricted Funds, available to be spent to fulfil the aims of the charity, comprise:
- a) General Funds: can be spent on any purpose including regular running costs.
  - b) Reserves: held to protect against financial shocks and pressures
  - c) Designated Funds: amounts earmarked for particular purposes
- (4) Designated funds of £31,000 currently comprise:
- |                          |         |
|--------------------------|---------|
| Equipment and staging    | £18,000 |
| Data storage and website | £3,000  |
| Major event              | £10,000 |
- More detail on restricted and unrestricted funds can be found in the Reserves Policy.


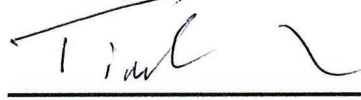
## Approval of accounts

The accounts were approved by the Trustees on

and signed on their behalf by:

Ailsa Darroch, Chair:

Tim Nelson, Treasurer:


  
 22/12/22

