

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

England & Wales · Charity number 1189871

Details

Other names	LANCASTER & DISTRICT SCHOOLS SINGING FESTIVAL
Status	Registered
Legal form	CIO
Registered	2020-06-10
Register	View on the Charity Commission register

Contact

Address	St Luke's CoE Primary School Shady Lane Slyne Lancaster LA2 6JL
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Website	https://www.lancasterbigsing.org.uk/

Activities

Objects: THE OBJECTS OF THE CIO WHICH ARE FOR THE PUBLIC BENEFIT, ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING :TO EDUCATE THE PUBLIC IN THE ART AND SCIENCE OF MUSIC AND IN PARTICULAR IN CHORAL SINGING FOR SCHOOL CHILDREN THROUGH THEIR PARTICIPATION IN THE LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL, ITS AFFILIATED CHOIRS AND RELATED MUSICAL EVENTS.

Activities: The LDSSF started over 74 years ago as an annual event bringing local schools together for concert performances. The festival develops annual programmes for KS1 and KS2 pupils. The content of the programmes look at the advancement of education, arts, culture, heritage and mental wellbeing of children, with the benefits of singing and music making. The festival is inclusive - able and disabled.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People, The General Public/mankind

Geography

- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	-	-	-	-
2024-06-30	£8,605	£6,201	-	-
2023-06-30	£15,404	£6,815	-	-
2022-06-30	£0	£751	-	-
2021-06-30	£0	£0	-	-

Trustees

Name	Role	Appointed
DEBRA PILKINGTON		2020-05-10
Daniel Philip Wood		2024-10-05
ELIZABETH WHEILDON		2020-05-10
Nicholas Trevor Haughton		2024-10-05
Paul Bowden		2020-05-10
SARAH GRIFFITH		2020-05-10

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

England & Wales - Charity number 1189871

Accounts



Entered on the Register of Charities on 10th June 2020

Registered Charity: 1189871

Charitable Incorporated Organisation - "**Lancaster & District Schools' Singing Festival**"

Financial year: 1 July 2023 – 30 June 2024

2024 Trustee's Annual Report & Accounts

Objectives of the charity

To educate the public in the art and science of music and in particular in choral singing for school children through their participation in the Lancaster & District Schools' singing festival, its affiliated choirs, competitions and related musical events. The Charity works in close partnership with the Lancashire Music Hub (LMH) to achieve its objectives.

Background to the Singing Festival Charity

The Lancaster & District Schools' Singing Festival (LDSSF) started over 75 years ago, with a legacy bequeathal for the festival to use the Ashton Hall at Lancaster Town Hall for one week a year. In 2014 community music organisation, More Music engaged with the festival to develop the event alongside the Lancashire Music Hub as part of their on-going development of a countywide vocal strategy. The Hub began a rejuvenation of both the organisational and artistic elements of the festival using the existing committee of a local schoolteacher, a primary Head and a schools music coordinator alongside the Hub's Singing Lead, the Strategy Co-ordinator, professional musicians and the team at More Music.

Over a period of five years, the festival team changed the LDSSF model to reflect current best practice: clarifying and streamlining committee roles; creating teacher training opportunities; providing digital resource packs; recording tracks and performing with a live band and school workshops. After the event schools provide feedback digitally, helping to shape the future of the festival; both in its musical content and organisation.

Since 2016, there has been a significant increase in the number of schools and children engaging with the festival. The schools involved represent the diverse geographical and social groups within our area; from small rural schools, to large, challenging, urban primaries. There is also participation of SEND students from a specialist school within the community. The festival also seeks to feature performances from local KS4 and KS5 soloists in the intervals, which gives the children an aspirational insight into the potential future development of their instrument or voice.

	2016	2017	2018	2019	2020	2023	2024
KS1	569	502	572	634	470	590	475
KS2	591	601	711	845	950	977	944
TOTAL	1160	1103	1283	1479	1420	1567	1419

2020 activities

Due to COVID pandemic the 2020 Lancaster & District Schools' Singing Festival (LDSSF) was cancelled. Although it was not possible to hold a singing Festival in March, many of the schools and individual children from participating schools took part in a Virtual Big Sing in June 2020, with materials (warm-ups, rehearsal and instruction videos) made available for free on YouTube in advance.

2021 activities

Given the ongoing COVID restrictions in 2021 preventing large gatherings or singing events, the charity trustees worked closely with the Lancashire Music Hub, and supported their initiative to develop instructional videos, songs, warm-ups and vocal games on the LMS YouTube channel at no cost to schools or individuals. The trustees actively promoted the LMH "Jump Up and Join In" project to all the primary schools in their area.

2022 "Music in Me" project

The LDSSF organising committee worked with the LMH Singing Strategy Group to develop virtual "Big Sing" opportunities for 2022 as COVID guidance meant in-person large singing performances were still limited. The festival also continued to engage with the Lancaster Town Hall team to continue the legacy of using the Ashton Hall for the festival, and they booked dates for March 2023.

Schools were offered the chance to be involved with the "Music in Me 2022" project which provided each school with a selection of songs, warm-ups, teaching notes, curriculum links for both KS1 and KS2, and a workshop visit from Debbie Pilkington or Emma Williams.

2023 Singing Festival: 20 – 24 March

After a three-year break the singing festival returned to the Ashton Hall at Lancaster Town Hall, with over 1500 local school children from 37 primary schools participating in the concerts. The programmes included newly composed pieces, pops songs and songs from around the world. The theme for KS1 was "Wonderful World" and the theme for KS2 was "We're All in This Together".

The festival was bequeathed the use the Ashton Hall for one week a year to promote singing in schools over 70 years ago (2018 was the 70th year concert). The festival trustees engaged with Lancaster City Council and have secured a commitment from them that the festival may continue to use the Ashton Hall for one week a year with no hire fee, however, the festival is required to pay for the council staff fees for the week.

2024 Singing Festival: 18 – 22 March "Olympic theme"

34 schools participated in the 2024 festival, with 11 participating in both KS1 and KS2 concerts. The team received very positive feedback on the festival – with teachers very much onboard with everything. There was no negative feedback from schools regarding the change in the registration fee payment and ticket prices. In addition to the usual schools

participating there were schools from Garstang and Cumbria who had registered via the LMH website. Indeed, the festival is now getting approached by schools on the Yorkshire border who wish to participate in the 2025 festival.

Selection of feedback on the 2024 festival

Bolton-le-Sands

“The Lancaster and District Schools' Singing Festival is a highlight of the school calendar as it is a memorable and valuable opportunity for children across our local community to unite together in music, movement and song. Watching the children beam and shine as they sing their hearts out is truly magical and listening to parents (and staff) talk about how they remember attending when they were at school makes it worthwhile. Thank you to all those involved for keeping a long-standing tradition alive!”

Caton Primary

“Thank you for a brilliant experience for the children and me!! We loved the song choices, had so much fun in rehearsals and found you totally inspirational. The whole experience was wonderful, and we can't wait to take part once again.”

Cawthorne's Endowed

“Thank you so much. The children are shattered today but loved being part of it. I've had lots of parents who said how good it was and how well they did, some even wanted it to be longer!”

Mossgate Primary

“I just wanted to say thank you for the wonderful joy your festival brings.

I volunteer with Mossgate Primary and was at the Ashton Hall on Thursday and Friday. Absolutely amazing performances! The energy, enthusiasm and encouragement your team have and give to the children is amazing!

Such an important experience for children, coming together to sing. The confidence it gives them to sing in front of an audience. The pride they feel afterwards. Thank you!

My son will be in Yr2 in 2025, so I'll have the joy of experiencing it all as a parent.”

Financial Review

The trustees mindful of the economic environment, looked at their charging for school registration and tickets and came up with revisions; Schools were to be charged a flat fee for all resources/CPD/school workshops per Key Stage of £100 for schools registering over 40 children or £75 for schools registering up to 40 children. There were a couple of small schools registering less than 20 children who were offered a discounted fee of £50; tickets were raised to £4 and £2 for children of school age and below, and schools were offered a £100 travel subsidy per Key Stage concert. Lancashire Music Hub (LMH) continued to provide financial support via the payment for the recording of the resources and through payment of 50% of Emma's time for Key Stage 2 workshops, and the payment of the Ashton Hall staff. Going forward the LMH support will be limited to the payment of recording and production of the resources.

In addition, the trustees looked at opportunities to leverage in-kind support from local professionals and gained financial benefits from the design and development of a festival website, the design and production of the programmes at significantly reduced rates and through Debbie Pilkington and Emma Williams giving their time for concerts for free; Emma

Williams preparing and uploading social media content and no van hire for decorating the hall. Nicky Crosley who had previously worked for LMH retired and her festival administration role was taken on by Linda Frankland who is employed on a self-employed basis by the festival.

Trustees have been provided with the separate Income and Expenditure overview which forms the basis for the Annual Accounts return. The festival has placed the majority of its funds in a savings account £8000, leaving nearly £3000 (£2,961.76) in the current account.

As of September 2024, Emma Williams' role with LMH has changed and she will now just provide the development and production of big sing resources to the music service. Emma will be contracted by the festival on a self-employed basis to lead the KS2 workshops and concerts.

Structure, governance and management

The LDSSF singing festival is run by a very small organising committee – 4 people (three of whom are trustees of the charity – Mr Paul Bowden, Mrs Debra Pilkington and Mrs Nicky Crosley and the Vocal Lead of the Lancashire Music Hub, Mrs Emma Williams). During 2024 Nicky Crosley supported Mrs Linda Frankland taking over the administrative role and supporting the organising committee. The focus of the committee is the development and delivery of a high standard singing festival which is inclusive for diverse geographical and social groups within our area.

In addition, the charity has two more trustees – Mrs Sarah Griffiths and Mrs Elizabeth Wheildon, who review the overall annual plans and provide valuable comments.

As of October 2024, two more trustees are being appointed – Mr Daniel Wood (teacher) and Mr Nick Haughton (teacher), and it is hoped that the new trustees will be active members of the organising committee.

The Festival ensure that all trustees who have direct contact with children have DBS certification. Emma Williams, Paul Bowden, Daniel Wood and Nick Haughton are employees of Lancashire County Council and have their accreditation via LCC; the festival will be financing a full enhanced DBS certificate for Debbie Pilkington now she has retired from teaching and also for Libby Wheildon and Sarah Griffiths who as Trustees act as front-on-house support during the Festival.

Administrative Information

Lancaster & District Schools' Singing Festival is registered at Slyne-with-Hest, St. Lukes CE Primary School, Shady Lane, Slyne, Lancaster LA2 6JL. Since COVID trustee meetings are held via zoom meetings with full trustee attendance:

- 15th September 2023 (proposed changes to the financial arrangements for the festival).
- 17th November 2023 (review and approval of 2023 Annual Trustee Report and Accounts for the Charity Commission; Noting the letter from Lancaster City Council regarding the ongoing use of the Ashton Hall for one week per year; update on engagement for the 2024 Festival; proposal for new self-employed administrative role).
- 4 March 2024 (Approval of Debbie Pilkington and Emma Williams' invoices; update on the preparations for the 2024 festival).

- 2 July 2024 (Update and review of the 2024 festival; financial update; update on LMH; proposals for 2025 festival; nominations of new Trustees).
- 15 October 2024 (review and approval of the 2024 LDSSF Annual Accounts and Trustee Report; update on the plans for the 2025 festival).
- The Charity Trustees are as follows:
 - a) Debra Pilkington
 - b) Paul Bowden (Chair)
 - c) Sarah Griffiths
 - d) Elizabeth Wheildon
 - e) Daniel Wood
 - f) Nick Haughton
- Nicky Crosley retired as a Trustee in October 2024.
- Administrator: Linda Frankland
- Musical Advisor and KS2 conductor – Emma Williams

The 2024 Annual Trustee Report was approved at the zoom meeting on 15 October 2024

2024 LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL - INCOME AND EXPENDITURE

Festival bank account August 2023 (post 2023 festival project)		£8,558.27	
		£8,558.27	
		EXPENDITURE	INCOME
School registration fees			£3,500.00
Ticket sales(£4 per ticket)			£4,123.00
Retiring collection			£981.89
TOTAL INCOME			£8,604.89
EXPENDITURE			
BAND FEES: Mon 8.00 - 11.30 and 6.30 - 8pm (4.5 hrs); Tues 9.30 - 11.30 and 6.30 to 8.15pm (4); Wed 9.30 - 11.30 and 6.30 - 8.15pm (4); Thurs 9.30 - 11.30 and 6.30 - 8pm (3.5); Fri 9.30 - 11.30 and 1 - 2.15pm (5) total of 21 hours			
Ben McCabe - 21 hours @ £35	£735.00		
Brent Forbes (bass) - 21 hours at £35	£735.00		
Ian Gray (Keyboard) - 21 hours @ £35	£735.00	£2,205.00	
Festival concert programmes production		£234.00	
PA equipment (Ben Farmer equip & set up)		£350.00	
Sound engineer Harriet North 22 hours at £12.50		£275.00	
Website hosting, Microsoft 365 Licence, Annual domain reg		£288.52	
Tiered seating £315 + VAT - LCC		£378.00	
Lighting (working with Dukes Theatre)		£0.00	
Performing Rights Association - cost for festival		£93.25	
KS1: Debbie Pilkington delivery of 16 x 1 hr workshops and 2 x 3 hr concert rehearsals @ £33.00 per hour	£627.00		
KS1: Debbie Pilkington travel: 110 miles at 45p per mile	£49.50		
Parking for Rehearsals (DP)	£8.00		
Concert expenses (DP): Flags, Confetti Cannons & Flowers	£158.48		
Expenses: Wine, Gift bags for band, Easter Eggs for performers	£55.93	£898.91	
KS2: Emma Williams delivering workshops of which ... are covered by LMS and 10 charged to the festival £33 per hour	£330.00		
KS2 Emma Williams travel 126 miles at 0.45p	£56.70		
Emma Williams concert week fees - Tuesday, Wednesday (£99) and Friday £165	£264.00		
Emma Williams - expenses: Envelopes & postages	£16.95	£667.65	
Linda Frankland project management for concert Preparation November 2023 - March 2024 Meetings, administration and set up of Ashton Hall 15/3/24 18.5 hours @ £15	£277.50		
Linda Frankland - Concert week Monday 18th March - Friday 22nd March 28.5 hours @ £15	£427.50		
Linda Frankland - post concert week Administration of ticket returns from schools, collections and banking - 3 hours @ £15	£45.00		
Linda Frankland Parking during festival week - 3 x £4 and 2 x £3	£18.00		
Sundries: Tea, Coffee, Milk, Bottles of Water, Buckets	£43.07	£811.07	
		£6,201.40	£8,604.89

OTHER COSTS/HOURS CHARGED TO LMH ?

LCC staffing for Concert Week	
TOTAL	£0.00

Festival bank account August 2024 closing Balance (post 2024 concert)	
Current Account	£2,961.76
Savings Account	£8,011.62
TOTAL	10,973.38

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

England & Wales - Charity number 1189871

Accounts



Entered on the Register of Charities on 10th June 2020

Registered Charity: 1189871

Charitable Incorporated Organisation - "Lancaster & District Schools' Singing Festival"

Financial year: 1 July 2022 – 30 June 2023

2023 Trustee's Annual Report & Accounts

Objectives of the charity

To educate the public in the art and science of music and in particular in choral singing for school children through their participation in the Lancaster & District Schools' singing festival, its affiliated choirs, competitions and related musical events. The Charity works in close partnership with the Lancashire Music Hub to achieve its objectives.

Activities and achievements in 2021

Background to the Singing Festival Charity

The Lancaster & District Schools' Singing Festival (LDSSF) started over 70 years ago, with a legacy bequeathal for the festival to use the Ashton Hall at Lancaster Town Hall for one week a year. In 2014 community music organisation, More Music engaged with the festival to develop the event alongside the Lancashire Music Hub as part of their on-going development of a countywide vocal strategy. The Hub began a rejuvenation of both the organisational and artistic elements of the festival using the existing committee of a local schoolteacher, a primary Head and a schools music coordinator alongside the Hub's Singing Lead, the Strategy Co-ordinator, professional musicians and the team at More Music.

Over a period of five years, the festival team changed the LDSSF model to reflect current best practice: clarifying and streamlining committee roles; creating teacher training opportunities; providing digital resource packs; recording tracks and performing with a live band and school workshops. After the event schools provide feedback digitally, helping to shape the future of the festival; both in its musical content and organisation.

There has been a significant increase in the number of schools and children engaging with the festival – in 2020 1420 children from 30 primary schools were due to take part, and the increase in numbers would have been accommodated via an additional KS2 concert on Friday afternoon. The schools involved represent the diverse geographical and social groups within our area; from small rural schools, to large, challenging, urban primaries. There is also participation of SEND students

from a specialist school within the community. The festival would have featured performances from local KS4 and KS5 soloists in the intervals (including musicians from LMS County Ensembles, local secondary schools and the Lancashire Youth Vocal Ensemble), which gives the children an aspirational insight into the potential future development of their instrument or voice.

2020 activities

Due to COVID pandemic the 2020 Lancaster & District Schools' Singing Festival (LDSSF) which was due to run from 19th-23rd March with 1420 children from 30 primary schools at the Ashton Hall in Lancaster was cancelled on 16th March 2020. Although it was not possible to hold a singing Festival in March, many of the schools and individual children from participating schools took part in a Virtual Big Sing in June 2020, with materials (warm-ups, rehearsal and instruction videos from the Lancashire Music Hub Vocal Leaders) made available for free on YouTube in advance.

2021 activities

The LDSSF organising committee booked the Ashton Hall in Lancaster Town Hall for the 15-19th March 2021, however they were advised by the Lancashire County Council team in October 2020 that the Lancaster Town Hall was going to remain closed until at least May 2021, and therefore the festival booking was cancelled.

Given the ongoing COVID restrictions in 2021 preventing large gatherings or singing events, the charity trustees worked closely with the Lancashire Music Hub, and supported their initiative to develop instructional videos, songs, warm-ups and vocal games on the LMS You Tube channel at no cost to schools or individuals. The trustees actively promoted the LMH "Jump Up and Join In" project to all the primary schools in their area.

2022 "Music in Me" project

The LDSSF organising committee worked with Emma Williams and the LMH Singing Strategy Group to develop virtual "Big Sing" opportunities for 2022 as COVID guidance meant in-person large singing performances were still limited. Again, the festival was able to benefit from some financial support from LMH to fund the project (Emma William's time). The festival also continued to engage with the Lancaster Town Hall team to continue the legacy of using the Ashton Hall for the festival, and they booked dates for March 2023.

The LDSSF organising committee wanted a way to work with the LDSSF schools and maintain their good relationships and the 74-year heritage of our singing festival.

Schools were offered the chance to be involved with the following the "Music in Me 2022" project. The project provided each school with:

- A FREE set of songs, chosen and arranged for schools including.
 - Lead sheets
 - Backing Tracks
 - Performance Videos
 - Teaching Notes and curriculum links
 - Both KS1 and KS2 options

PLUS

- A FREE singing Workshop visit for your school from Debbie Pilkington or Emma Williams.

Schools registered in March, online resources were circulated in April and workshop visits were made from May to July. The aim of the project was for schools to be able to engage with this simple, achievable, and fun opportunity, and for the festival to continue to build their musical relationships across our area, through singing.

2023 Singing Festival: 20 – 24 March

After a three-year break the singing festival returned to the Ashton Hall at Lancaster Town Hall, with over 1500 local school children coming together to perform five concerts. The children aged between five and eleven from 37 primary schools in Lancaster, Morecambe and the surrounding districts, entertained their families and friends as well as local dignitaries including the Mayor of Lancaster, Councillor Joyce Pritchard with newly composed pieces, pops songs and songs from around the world. The theme for KS1 was “Wonderful World” and the theme for KS2 was “We’re All in This Together”.

In addition to the wonderful singing, the festival was able to showcase the talents of young local musicians: Ellie Knowles and Annie Hughes (vocalists); Ash Murphy and Logan Aitchinson (beatbox); Hannah Wickes & Clara Spence (saxophonists) and the Turning Point Theatre Art dancers.

The festival was bequeathed the use the Ashton Hall for one week a year to promote singing in schools over 70 years ago (2018 was our 70th year concert). The number of schools and children taking part in 2023 represented the largest festival to date – 73rd year of concerts (given the 3-year COVID break).

	2016	2017	2018	2019	2020	2023
KS1	569	502	572	634	470	590
KS2	591	601	711	845	950	977
TOTAL	1160	1103	1283	1479	1420	1567

The festival project has two focus areas: Key Stage 1 led by Debbie Pilkington, supported by Emma Williams, Singing Lead for the Lancashire Music Hub, who also leads the Key Stage 2 concerts. Schools were advised of the concert dates in July 2022, and began registering their interests. The fee for participation was £2.50 per child registered, and the festival Trustees decided to reduce the cost of concert tickets from £4 to £3 given the economic situation. As has been the case historically, schools were permitted to offset their cost of travel with the ticket money raised.

The Trustees were greatly encouraged to see the engagement of new schools as well as long-standing supporting schools of the festival after the 3-year break. A teacher introduction evening was held in November – taking the teachers through the themes and key songs for each focus area. Online resources were provided to schools in January, followed by school workshop visits during February and March.



Selection of feedback on the 2023 festival

Debbie Pilkington, KS1 conductor said:

“We have really missed being able to hold our festival in the historic Ashton Hall and return with songs celebrating our ‘Wonderful World’ and ‘We’re All in this Together’. It has been a privilege to be back working with our local schools. To be greeted with excitement and

enthusiasm, not just from the children but from the staff too, is testament to the boost to our well-being that singing together can bring.”

Emma Williams, Singing Lead for the Lancashire Music Hub who conducts KS2 said:

“It is so exciting to be back with our singing schools in the Ashton Hall for the first time since 2019. The Singing Festival has a long, wonderful legacy of bringing our school community together in song and this year is no exception. Hearing all the young voices will be total joy!”

Paul Bowden, Headteacher at Slyne-with-Hest St Luke’s CE Primary School, and a member of the organising committee said:

‘It is a joy to see the smiles on the children’s faces as they have practised the songs to take part in this year’s Singing Festival. Having had to take a break from the festival during and after the pandemic, it is wonderful that we have returned and bigger and better than ever. The festival is a long-standing treasure in the school calendar.’

Sarah Harding, KS2 teacher, Overton-St-Helens

“It has been wonderful to see the confidence develop and shine through our children as they have learnt new songs! They are very much ready for and excited about performing to an audience in such a grand venue!”

Alex Thomas, Year 2 Class Teacher, Bowerham Primary and Nursery School

“The Year 2 children at Bowerham have absolutely loved practising the songs for the singing festival. They have really enjoyed exploring songs in different languages and cannot wait to perform with the band at the Ashton Hall.”

Financial Review

The Charity is engaged with the Lancashire Music Hub (LMH) in the development and delivery of the Singing Festival. LMH have since their engagement made an annual allowance of £3000 to the festival, which is used to cover the professional fees of the Singing Lead for the music service who oversees the festival programmes and delivery, delivers KS2 vocal workshops in schools and conducts the KS2 and assists with the KS1 concerts. The allowance also contributes to the cost of the live band both for recording the programme and playing at the concert rehearsals and concerts themselves, as well as covering the majority of the time cost for the Festival Secretary for the year. In addition, the festival charges schools a flat £2.50 fee for each pupil registered to take part; and charged £3 for concert tickets and there is a retiring collection at the end of the concert. Schools are permitted to offset the cost of coach travel to the festival against ticket money raised, sending the festival any positive balance.

In 2023 the festival returned after a three-year absence due to COVID. The festival bank account at the start of the financial year was £8912.62. The 1567 pupils registered raised £3739. Ticket sales raised £1682. This figure was low as expected by the Trustees due to the significant rise in the cost of coach transportation which schools were permitted to deduct from their ticket sales, and the fact that ticket prices had been reduced because of the economic climate from £4 to £3. Donations by the audiences as they left the concert raised £1076. Lancashire Music Hub continued to support the festival as a strategic partner providing just over £3000 in financial support, and permitting Emma Williams Singing Lead LMH and Nicky Crosley, Singing Strategy Co-ordinator to work with the festival trustees on the project. The closing balance for the financial year was £8.643.04.

Structure, governance and management

The LDSSF singing festival is run by a very small organising committee – 4 people (three of whom are trustees of the charity – Mr Paul Bowden, Mrs Debra Pilkington and Mrs Nicky Crosley and the Vocal Lead of the Lancashire Music Hub, Mrs Emma Williams) – with the focus being on the development and delivery of a high standard singing festival which is inclusive for diverse geographical and social groups within our area.

In addition, the charity has two more trustees – Mrs Sarah Griffiths (a teacher) and Mrs Elizabeth Wheildon, who review the overall annual plans and provide valuable comments.

All trustees who have direct contact with children are employees of Lancashire County Council and as such, complete annual training and certification in Child Safeguarding and have DBS certification.

Administrative Information

Lancaster & District Schools' Singing Festival is registered at Slyne-with-Hest, St. Lukes CE Primary School, Shady Lane, Slyne, Lancaster LA2 6JL. Since COVID trustee meetings are held via zoom meetings with full trustee attendance:

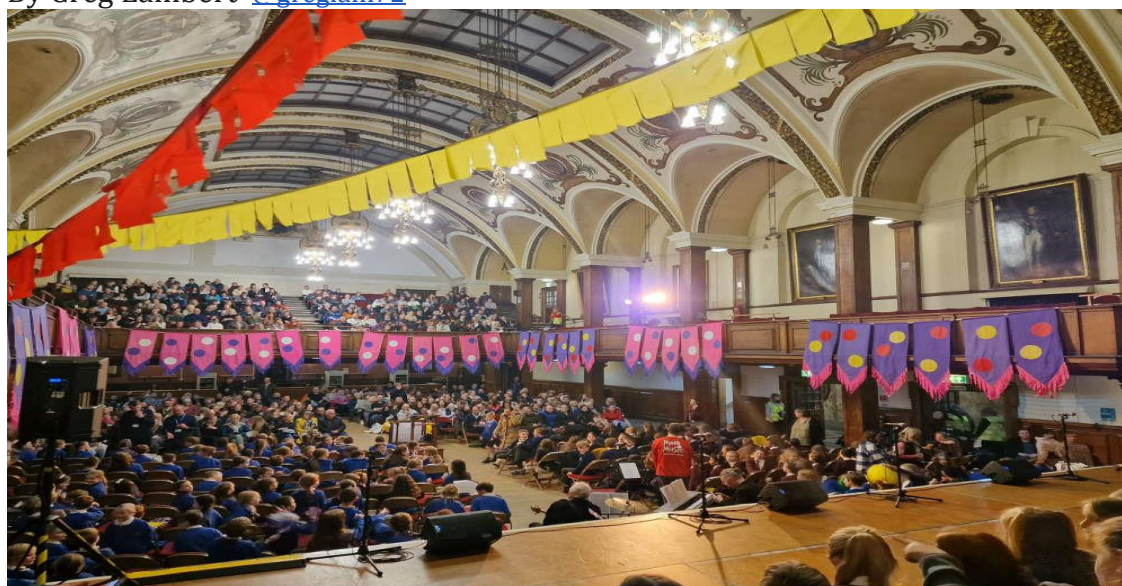
- 6 June 2022 (reviewing the 2022 “Music in Me” project and initial plans for the 2023 LDSSF festival including discussion on the financial fees and other arrangements)
- 31 October 2022 (review of registrations for 2023 LDSSF festival, with 16 schools requesting to perform in daytime concert on 24th March – whilst we can only accommodate 14. Confirmation of approach to two schools to move to midweek evening concerts).
- 24 February 2023 (review of March 2023 LDSSF festival and approval of payments to be made to D Pilkington and N Crosley for services provided to the festival)
- 27 April 2023 (review and approval of the 2022 Annual Trustee Report and accounts for the Charity Commission)
- 17 May 2023 (review of 2023 LDSSF Festival outcomes, the draft 2022 Annual Trustee Report and accounts and discussion about the 2024 Festival plans with input from Cath Sewell, Regional Manager LMH regarding partnership support going forward).
- 17 November 2023 (review and approval of the 2023 LDSSF Annual Accounts and Trustee Report; details of meeting with Lancaster City Council and the plans for 2024).
- The Charity Trustees are as follows:
 - a) Debra Pilkington
 - b) Nicola Crosley (Secretary/Treasurer – Charity Commission contact trustee) * Nicola (Nicky) Donnelly got married in November 2021
 - c) Paul Bowden (Chair)
 - d) Sarah Griffiths
 - e) Elizabeth Wheildon

The 2023 Annual Trustee Report was approved at the zoom meeting on 17 November 2023

Lancaster schools singing festival is 'bigger and better than ever'

Thursday, March 30th, 2023 8:22am

By Greg Lambert [@greglam72](#)



More than 1500 schoolchildren came together to perform five concerts in the biggest ever schools singing festival held in Lancaster.

The Lancaster and District Schools' Singing Festival took place at the Ashton Hall in Lancaster last week with children aged between five and eleven from 37 primary schools in Lancaster, Morecambe and the surrounding districts taking part.

They entertained their families and friends as well as local dignitaries including Councillor Joyce Pritchard, mayor of Lancaster, with newly composed pieces, pops songs and songs from around the world.

In addition to the singing, the festival was able to showcase the talents of young local musicians: Ellie Knowles and Annie Hughes (vocalists); Ash Murphy and Logan Aitchinson (beatbox); Hannah Wickes (saxophone) and the Turning Point Theatre Art dancers.

The number of schools and children taking part in 2023 represented the largest festival to date.

The festival was given the use of the Ashton Hall for one week a year to promote singing in schools over 70 years ago and continues to be supported by Lancaster City Council.

Debbie Pilkington, KS1 (Key Stage 1) conductor, said: "We have really missed being able to hold our festival in the historic Ashton Hall and return with songs celebrating our 'Wonderful World' and 'We're All in this Together'.

"It has been a privilege to be back working with our local schools. To be greeted with excitement and enthusiasm, not just from the children but from the staff too, is testament to the boost to our well-being that singing together can bring."

Emma Williams, Singing Lead for the Lancashire Music Hub who conducts KS2, said: "It is so exciting to be back with our singing schools in the Ashton Hall for the first time since 2019. The Singing Festival has a long, wonderful legacy of bringing our school community together in song and this year is no exception."

Paul Bowden, Headteacher at Slyne-with-Hest St Luke's CE Primary School and a member of the organising committee, said: "It is a joy to see the smiles on the children's faces as they have practised the songs to take part in this years Singing Festival. Having had to take a break from the festival during and after the pandemic, it is wonderful that we have returned and bigger and better than ever. The festival is a long-standing treasure in the school calendar."

Sarah Harding, KS2 teacher, Overton-St-Helens, said: "It has been wonderful to see the confidence develop and shine through our children as they have learned new songs! They were very much ready for and excited about performing to an audience in such a grand venue!"

Alex Thomas, Year 2 Class Teacher, Bowerham Primary and Nursery School, said: "The Year 2 children at Bowerham have absolutely loved practising the songs for the singing festival. They have really enjoyed exploring songs in different languages and couldn't wait to perform with the band at the Ashton Hall."

Here are some photos from the festival from the schools' Facebook pages.

Thurnham Glasson C of E Primary School



Winmarleigh Church of England Primary School



Ellel St John's Church of England Primary School





Entered on the Register of Charities on 10th June 2020

Registered Charity: 1189871

Charitable Incorporated Organisation - "Lancaster & District Schools' Singing Festival"

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

SUMMARY OF CHARITY BANK ACCOUNT – RECEIPTS AND PAYMENTS

- Full bank account transactions audited by Mrs Caroline Lindsay

DEBITS			CREDITS		
Date	Narrative	£	Date	Narrative	£
28/2/23	Tim Uffindell KS2 workshops	319.20	27/6/22	Bank balance	8912.62
9/3/23	Stramongate Press – concert programme tickets	397.86	18/7/22 – 15/3/23	Registration fees	3739.00
24/3/23	Removal van for transporting decorations	360.00	23- 27/3/23	Donations at concerts	1076.00
27/3/23	Emma Williams – KS2 workshops & concerts	895.99	28/4 – 18/5/23	Ticket sales	1410.00
	Debbie Pilkington – KS1 workshops & concerts	920.55			
	Payment of festival band, sound engineer, PA equipment & photographer	2,417.50			
	Nicky Donnelly – festival week project management, travel & parking	829.48			
9/6/23	Tiered seating	540.00	30/6/23	Lancaster Christ Church	186.00
	Total payments	£ 6,680.58		Total receipts as at 19 June	£15,323.62
	Outstanding payments: donation re bunting £50 & PRS fees £84.77	134.77		Outstanding ticket sale receipts: Castle View £81	81.00
	TOTAL	£ 6,815.35		TOTAL	£15404.62

STATEMENT OF ASSETS AND LIABILITIES

	30 th June 2023	30 th June 2022	30 th June 2021	12 th June 2020
Cash – opening bank balance 27/6/2022	£8,912.62			
			£9,663.81	£9,848.56
Other monetary assets	267.00		0	0
Liabilities	134.77		0	0
Bank balance as at 30 th June 2023	£8643.04			

A financial overview was prepared by Mrs Nicola Crosley (nee Donnelly), Charity Trustee and audited by Mrs Caroline Lindsay, School Business Manager at Slyne-with-Hest School and the closing balance concurred with the Charity's bank statement as at 30th June 2023.

Debbie Pilkington and Nicky Crosley are charity Trustees and the payment for their for services (delivery of school workshops and performances and festival project management) were approved by the other Trustees prior to the activity happening.

APPROVED BY THE CHARITY TRUSTEES AT THE ZOOM MEETING ON 17 November 2023

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

England & Wales - Charity number 1189871

Accounts



Entered on the Register of Charities on 10th June 2020

Registered Charity: 1189871

Charitable Incorporated Organisation - "Lancaster & District Schools' Singing Festival"

Financial year: 1 July – 30 June

2022 Trustee's Annual Report & Accounts

Objectives of the charity

To educate the public in the art and science of music and in particular in choral singing for school children through their participation in the Lancaster & District Schools' singing festival, its affiliated choirs, competitions and related musical events. The Charity works in close partnership with the Lancashire Music Hub to achieve its objectives.

Activities and achievements in 2021

Background to the Singing Festival Charity

The Lancaster & District Schools' Singing Festival (LDSSF) started over 70 years ago, with a legacy bequeathal for the festival to use the Ashton Hall at Lancaster Town Hall for one week a year. In 2014 community music organisation, More Music engaged with the festival to develop the event alongside the Lancashire Music Hub as part of their on-going development of a countywide vocal strategy. The Hub began a rejuvenation of both the organisational and artistic elements of the festival using the existing committee of a local schoolteacher, a primary Head and a schools music coordinator alongside the Hub's Singing Lead, the Strategy Co-ordinator, professional musicians and the team at More Music.

Over a period of five years, the festival team changed the LDSSF model to reflect current best practice: clarifying and streamlining committee roles; creating teacher training opportunities; providing digital resource packs; recording tracks and performing with a live band and school workshops. After the event schools provide feedback digitally, helping to shape the future of the festival; both in its musical content and organisation.

There has been a significant increase in the number of schools and children engaging with the festival – in 2020 1420 children from 30 primary schools were due to take part, and the increase in numbers would have been accommodated via an additional KS2 concert on Friday afternoon. The schools involved represent the diverse geographical and social groups within our area; from small rural schools, to large, challenging, urban primaries. There is also participation of SEND students

from a specialist school within the community. The festival would have featured performances from local KS4 and KS5 soloists in the intervals (including musicians from LMS County Ensembles, local secondary schools and the Lancashire Youth Vocal Ensemble), which gives the children an aspirational insight into the potential future development of their instrument or voice.

2020 activities

Due to COVID pandemic the 2020 Lancaster & District Schools' Singing Festival (LDSSF) which was due to run from 19th-23rd March with 1420 children from 30 primary schools at the Ashton Hall in Lancaster was cancelled on 16th March 2020. Although it was not possible to hold a singing Festival in March, many of the schools and individual children from participating schools took part in a Virtual Big Sing in June 2020, with materials (warm-ups, rehearsal and instruction videos from the Lancashire Music Hub Vocal Leaders) made available for free on YouTube in advance.

2021 activities

The LDSSF organising committee booked the Ashton Hall in Lancaster Town Hall for the 15-19th March 2021, however they were advised by the Lancashire County Council team in October 2020 that the Lancaster Town Hall was going to remain closed until at least May 2021, and therefore the festival booking was cancelled.

Given the ongoing COVID restrictions in 2021 preventing large gatherings or singing events, the charity trustees worked closely with the Lancashire Music Hub, and supported their initiative to develop instructional videos, songs, warm-ups and vocal games on the LMS You Tube channel at no cost to schools or individuals. The trustees actively promoted the LMH "Jump Up and Join In" project to all the primary schools in their area.

2022 "Music in Me" project

The LDSSF organising committee worked with Emma Williams and the LMH Singing Strategy Group to develop virtual "Big Sing" opportunities for 2022 as COVID guidance meant in-person large singing performances were still limited. Again, the festival was able to benefit from some financial support from LMH to fund the project (Emma William's time). The festival also continued to engage with the Lancaster Town Hall team to continue the legacy of using the Ashton Hall for the festival, and they booked dates for March 2023.

The LDSSF organising committee wanted a way to work with the LDSSF schools and maintain their good relationships and the 74-year heritage of our singing festival.

Schools were offered the chance to be involved with the following the "Music in Me 2022" project. The project provided each school with:

- A FREE set of songs, chosen and arranged for schools including.
 - Lead sheets
 - Backing Tracks
 - Performance Videos
 - Teaching Notes and curriculum links
 - Both KS1 and KS2 options

PLUS

- A FREE singing Workshop visit for your school from Debbie Pilkington or Emma Williams.

Schools registered in March, online resources were circulated in April and workshop visits were made from May to July.

The aim of the project was for schools to be able to engage with this simple, achievable, and fun opportunity, and for the festival to continue to build their musical relationships across our area, through singing.

Selection of school feedback on the 2022 project

Bowerham Primary and Nursery School

Our school continues to engage with the festival, because of the high-quality teaching and celebration of singing. Giving experiences to all children so they can champion music, singing, and their voices. The songs were easy to learn and encouraged a full body response, as well as introducing harmonies and dynamic singing. We used them in our choir too. The best bit about the school workshop was how Emma helped the children grow in confidence and immersed the children in the music they learnt and performed.

Lancaster Christ Church CE Primary School

Our school love being involved with the festival, and we love the songs and production. The children really enjoyed learning the songs and benefited from the school workshop.

Ryelands Primary School

Our school loves engaging with the festival because of the community spirit and the experience for the children. The songs in the “Music in Me” project were a great mix of traditional, cultural and modern songs. It’s always great having a workshop in school so the staff and children can learn from an expert.

St Wilfrid’s CE Primary Halton

The festival is a lovely way to inspire the children. The “Music in Me” project provided a good range of songs to cater for the varying tastes of the children. It introduced the children to different styles, and they had loads of fun and Emma’s workshop and her voice was inspiring, and she had a good level of engagement and enjoyment from the children.

Silverdale St John's

Our school loves to engage with the festival because we love singing and coming together with other schools. The best bit about the “Music in Me” workshop was singing together as a choir and enjoying learning new songs.

The Cathedral Catholic Primary School

Our school would love to be part of a local singing event once they are back and happening in person. The children enjoyed the songs, and the best bit was Emma’s workshop at our school – her enthusiasm and the great choice of songs.

Financial Review

The Charity is engaged with the Lancashire Music Hub (LMH) in the development and delivery of the Singing Festival. LMH make an annual allowance of £3000 to the festival, which is used to cover the professional fees of the Singing Lead for the music service who oversees the festival programmes and delivery, delivers vocal workshops in schools and conducts the KS2 and assists with the KS1 concerts. The allowance also contributes to the cost of the live band both for recording the programme and playing at the concert rehearsals and concerts themselves, as well as covering the majority of the time cost for the Festival Secretary for the year. In addition, the festival charges schools a flat £2.50 fee for each pupil registered to take part; and charges for concert tickets and there is a retiring collection at the end of the concert. Schools are permitted to offset the cost of coach travel to the festival against ticket money raised, sending the festival any positive balance.

During 2021 the LMH did not make the allocation of £3000 to the festival as it could not take place. Instead, the LMH funded its vocal leaders and social media team to prepare, record and produce all the videos for the “Jump Up and Join In” project for the benefit of the LDSSF participating schools.

Following the cancellation of the 2020 singing festival, a financial overview was prepared by Ms Nicky Donnelly (Charity Trustee) and audited by Mrs Caroline Lindsay, School Business Manager at Slyne-with-Hest School and the closing balance concurred with the festival bank statement dated 12th June 2020 of £9,663.81. The Lancaster & District Schools’ Singing Festival was entered on the Register of Charities on 10th June 2020.

During 2021 there was no revenue nor debts incurred by the charity and the bank balance remained the same at £9,663.81.

During 2022, the festival undertook the “Music in Me” project with Debbie Pilkington and Emma Williams visiting schools to run workshops on the project songs. The fees for the workshop were £751.19 and LMH charged for Emma’s hours above her normal working week hours. As Debbie Pilkington is a Trustee of the Charity the Trustees met and agreed in advance her £461.19 fee for services and travel expenses before the activity. The closing bank balance for the financial year was £8,912.62.

Structure, governance and management

The LDSSF singing festival is run by a very small organising committee – 4 people (three of whom are trustees of the charity – Mr Paul Bowden, Mrs Debra Pilkington and Mrs Nicky Crosley and the Vocal Lead of the Lancashire Music Hub, Mrs Emma Williams) – with the focus being on the development and delivery of a high standard singing festival which is inclusive for diverse geographical and social groups within our area.

In addition, the charity has two more trustees – Mrs Sarah Griffiths (a teacher) and Mrs Elizabeth Wheildon, who review the overall annual plans and provide valuable comments.

All trustees who have direct contact with children are employees of Lancashire County Council and as such, complete annual training and certification in Child Safeguarding and have DBS certification.

Administrative Information

Lancaster & District Schools' Singing Festival is registered at Slyne-with-Hest, St. Lukes CE Primary School, 2 Arden Close, Slyne, Lancaster LA2 6JN

Due the COVID trustee meetings continue to be held via zoom meetings with full trustee attendance:

- 8 June 2021 (reviewing the 2021 activity to date; latest COVID guidance and making provisional plans for 2022)
- 1 February 2022 (reviewing 2021 activity; proposed activity for 2022 and the 2021 Annual Trustee Report and accounts for the Charity Commission)
- 6 June 2022 (reviewing the 2022 "Music in Me" project and initial plans for the 2023 LDSSF festival including discussion on the financial fees and other arrangements)
- 24 February 2023 (review of March 2023 LDSSF festival and approval of payments to be made to D Pilkington and N Crosley for services provided to the festival)
- 27 April 2023 (review and approval of the 2022 Annual Trustee Report and accounts for the Charity Commission)

The Charity Trustees are as follows:

- a) Debra Pilkington
- b) Nicola Crosley (Secretary/Treasurer – Charity Commission contact trustee) * Nicola (Nicky) Donnelly got married in November 2021
- c) Paul Bowden (Chair)
- d) Sarah Griffiths
- e) Elizabeth Wheildon

The 2022 Annual Trustee Report was approved at the zoom meeting on 27 April 2023

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

RECEIPTS & PAYMENTS ACCOUNT

Item	2022	2021	Income 2020	Expenditure 2020	2019
Bank account balance as at 20 Jun 2020	9663.81				
Registration fees		0	3,420		2,902
Ticket sales		0	651		7,764
LMH support		0			3,000
Retiring collection					1,119.21
TOTAL	9663.81	0	£4,071		£13,829.21
Ridge – refund of registration				50	
Coach hire				0	4,445
Photographer				0	150
LMH vocal lead – programme design, recording, school visits & concerts	290.00			1,271.95	690
Nicky Donnelly: project management (over LMH hours)				Incorporated into LMH support (MM)	472.60
Debra Pilkington – school visits and concerts	461.19			578.02	685.34
Concert programmes				660	
More Music (MM) festival expenses Studio & Mixing Sound tech Band arrangements Compositions PA for concerts Hall decorations				265.78	3,416.10
Tiered seating				480	350
Hire of Ashton Hall (Friday at discount)				0	350
Sing Up				0	0
St John's Ambulance				0	414.72
Performing Rights				0	0
Sundries				0	49.27
Business legal – setting up charity 15/11/19				480	
Business legal – final payment for setting up charity 10/6/2020				470	
TOTAL	751.19	0		£4255.75	£11,033.03

STATEMENT OF ASSETS AND LIABILITIES

	30TH June 2022	30th June 2021	12th June 2020
Cash – opening bank balance 1/7/2019			£9,848.56
Cash funds – bank balance as of 12 th June 2020		£9,663.81	£9,663.81
Other monetary assets		0	0
Liabilities	751.19	0	0
Bank balance as of 27th June 2022	£8,912.62		

A financial overview was prepared by Mrs Nicola Crosley (Charity Trustee) and audited by Mrs Caroline Lindsay, School Business Manager at Slyne-with-Hest School and the closing balance concurred with the Charity’s bank statement as of 27th June 2022.

Debbie Pilkington is a charity Trustee and the payment to her for services (delivery of school workshops and performances) was approved by the other Trustees prior to the activity happening.

APPROVED BY THE CHARITY TRUSTEES AT THE ZOOM MEETING ON 27th APRIL 2023

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

England & Wales - Charity number 1189871

Accounts



Entered on the Register of Charities on 10th June 2020

Registered Charity: 1189871

Charitable Incorporated Organisation - "Lancaster & District Schools' Singing Festival"

2021 Trustee's Annual Report

Objectives of the charity

To educate the public in the art and science of music and in particular in choral singing for school children through their participation in the Lancaster & District Schools' singing festival, its affiliated choirs, competitions and related musical events. The Charity works in close partnership with the Lancashire Music Hub to achieve its objectives.

Activities and achievements in 2021

Background to the Singing Festival Charity

The Lancaster & District Schools' Singing Festival (LDSSF) started over 70 years ago, with a legacy bequeathal for the festival to use the Ashton Hall at Lancaster Town Hall for one week a year. In 2014 community music organisation, More Music engaged with the Festival to develop the event alongside the Lancashire Music Hub as part of their on-going development of a countywide vocal strategy. The Hub began a rejuvenation of both the organisational and artistic elements of the festival using the existing committee of a local school teacher, a primary Head and a schools music coordinator alongside the Hub's Singing Leader, the Strategy Co-ordinator, professional musicians and the team at More Music.

Over a period of five years, the festival team changed the LDSSF model to reflect current best practice: clarifying and streamlining committee roles; creating teacher training opportunities; providing digital resource packs; recording tracks and performing with a live band and school workshops. After the event schools provide feedback digitally, helping to shape the future of the festival; both in its musical content and organisation.

There has been a significant increase in the number of schools and children engaging with the Festival – in 2020 1420 children from 30 primary schools were due to take part, and the increase in numbers would have been accommodated via an additional KS2 concert on Friday afternoon. The schools involved represent the diverse geographical and social groups within our area; from small rural schools, to large, challenging, urban primaries. There is also have participation of SEND students from a specialist school within the community. The festival would have featured performances from local KS4 and KS5 soloists in the intervals (including musicians from LMS County

Ensembles, local secondary schools and the Lancashire Youth Vocal Ensemble), which gives the children an aspirational insight into the potential future development of their instrument or voice.

2020 activities

Due to COVID pandemic the 2020 Lancaster & District Schools' Singing Festival (LDSSF) which was due to run from 19th-23rd March with 1420 children from 30 primary schools at the Ashton Hall in Lancaster was cancelled on 16th March 2020. Although it was not possible to hold a singing Festival in March, many of the schools and individual children from participating schools took part in a Virtual Big Sing in June 2020, with materials (warm-ups, rehearsal and instruction videos from the Lancashire Music Hub Vocal Leaders) made available for free on YouTube in advance.

2021 activities

The LDSSF organising committee booked the Ashton Hall in Lancaster Town Hall for the 15-19th March 2021, however they were advised by the Lancashire County Council team in October 2020 that the Lancaster Town Hall was going to remain closed until at least May 2021, and therefore the festival booking was cancelled.

Given the ongoing COVID restrictions in 2021 preventing large gatherings or singing events, the charity trustees worked closely with the Lancashire Music Hub Vocal Leaders and supported their initiative to develop instructional videos, songs, warm-ups and vocal games on the LMS You Tube channel at no cost to schools or individuals. The trustees actively promoted the LMH "Jump Up and Join In" project to all the primary schools in their area (see feedback noted below).

2022 projects

The LDSSF organising committee are working with Emma Williams and the LMH Singing Strategy Group to develop possible virtual "Big Sing" opportunities during the 2022 as COVID guidance means in-person large singing performances are still limited. Again, they are using the financial support from LMH to fund these projects. They also continue to engage with the Lancaster Town Hall team to continue the legacy of using the Ashton Hall for the festival and they have booked dates for March 2023.

[Feedback from LDSSF schools who engaged with the "Jump Up and Join In" project](#)

Episode 1 (24/2) – 1,572 views

Hi, I just wanted to let you know we have had some really positive feedback already and our children are having lots of fun with it!

Sam Smith

Ryelands Primary School

Thanks for this!

We'll be there!

Hannah Burgess

Arkholme Primary School 😊

Hi, thank you for this. It is great that we can use the link for children in school as well as home learners.

Thanks Sam

Sam Belshire

Scotforth St Paul's Primary School

[Episode 2 \(3/3\) – 1,018 views](#)

Hello

I wanted to email to let you know that my Year 2 class have completely loved the jump up and join in sessions. They have enjoyed the range of songs and revisiting songs. We have often participated in sessions a few times each week when we have had some extra time.

We saw that next week is the final session and I said I would contact you to see if you intend to visit schools in the future? We would really love a session with you or Tim, if that is something you do?

Best wishes and we look forward to working with you in the future.

Thanks

Emma Ingham

Overton St Helens Primary School

[Episode 3 \(10/3\) – 535 views](#)

[Episode 4 \(17/3\) – 382 views](#)

[Episode 5 \(24/3\) – 370 views](#)

[Episode 6 \(21/4\) – 331 views](#)

[Episode 7 \(28/4\) – 230 views](#)

[Episode 8 \(5/5\) – 237 views](#)

[Episode 9 \(12/5\) – 232 views](#)

[Episode 10 \(19/5\) – 173 views](#)

Financial Review

The Charity is engaged with the Lancashire Music Hub (LMH) in the development and delivery of the Singing Festival. LMH make an annual allowance of £3000 to the festival, which is used to cover the professional fees of the Singing Leader for the music service who oversees the festival programmes and delivery, delivers vocal workshops in schools and conducts the KS2 and assists with the KS1 concerts. The allowance also contributes to the cost of the live band both for recording the programme and playing at the concert rehearsals and concerts themselves, as well as covering the majority of the time cost for the Festival Secretary for the year. In addition, the Festival charges schools a flat £2.50 fee for all pupils registered to take part; the Festival charges £4 for concert tickets and there is a retiring collection at the end of the concert.

During 2021 the LMH did not make the allocation of £3000 to the festival as it could not take place. Instead, the LMH funded its vocal leaders and social media team to prepare, record and produce all the videos for the “Jump Up and Join In” project for the benefit of the LDSSF participating schools.

Following the cancellation of the 2020 singing festival, a financial overview was prepared by Ms Nicky Donnelly (Charity Trustee) and audited by Mrs Caroline Lindsay, School Business Manager at Slyne-with-Hest School and the closing balance concurred with the Festival bank statement dated 12th June 2020 of £9,663.81. The Lancaster & District Schools’ Singing Festival was entered on the Register of Charities on 10th June 2020.

During 2021 there was no revenue nor debts incurred by the charity and the bank balance remains the same at £9,663.81.

Structure, governance and management

The LDSSF singing festival is run by a very small organising committee – 4 people (three of whom are trustees of the charity – Mr Paul Bowden, Mrs Debra Pilkington and Ms Nicky Donnelly and the Vocal Leader of the Lancashire Music Hub, Mrs Emma Williams) – with the focus being on the development and delivery of a high standard singing festival which is inclusive for diverse geographical and social groups within our area.

In addition, the charity has two more trustees – Mrs Sarah Griffiths (a teacher) and Mrs Elizabeth Wheildon, who review the overall annual plans and provide valuable comments.

All trustees who have direct contact with children are employees of Lancashire County Council and as such, complete annual training and certification in Child Safeguarding

Administrative Information

Lancaster & District Schools' Singing Festival is registered at Slyne-with-Hest, St. Lukes CE Primary School, 2 Arden Close, Slyne, Lancaster LA2 6JN

Due to the COVID pandemic trustee meetings were held via zoom meetings with full trustee attendance:

- 25 November 2020 (reviewing 2020 Executive Report on activities and accounts, as well as the registration of the singing festival as a charity in June 2020, discussing potential options for 2021 in light of latest COVID guidance)
- 15 March 2021 (review of the proposal for the “Jump Up and Join In” project)
- 8 June 2021 (reviewing the 2021 activity to date; latest COVID guidance and making provisional plans for 2022)
- 1 February 2022 (reviewing 2021 activity; proposed activity for 2022 and the 2021 Annual Trustee Report and accounts for the Charity Commission)

The Charity Trustees are as follows:

- a) Debra Pilkington
- b) Nicola Donnelly (Secretary/Treasurer – Charity Commission contact trustee)
- c) Paul Bowden (Chair)
- d) Sarah Griffiths
- e) Elizabeth Wheildon

The 2021 Annual Trustee Report was approved at the zoom meeting on 1 February 2022

LANCASTER & DISTRICT SCHOOLS' SINGING FESTIVAL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

RECEIPTS & PAYMENTS ACCOUNT

Item	2021	Income 2020	Expenditure 2020	2019	2018	2017
Registration fees	0	3,420		2,902	2,546	1,827
Ticket sales	0	651		7,764	6,252	5,919
LMH support	0			3,000	3,000	3,000
Retiring collection				1,119.21	958.10	195.46
TOTAL	0	£4,071		£13,829.21	£12,756.10	£10,941.46
Ridge – refund of registration			50			
Coach hire			0	4,445	5,832.05	5,025
Photographer			0	150	200	300
LMH vocal leader – programme design, recording, school visits & concerts			1,271.95	690	Incorporated into MM costs	Incorporated into MM costs
Nicky Donnelly: project management (over LMH hours)			Incorporated into LMH support (MM)	472.60	Incorporated into MM costs	Incorporated into MM costs
Debra Pilkington – KS1 school visits and concerts			578.02	685.34	700	700
Concert programmes			660			
<u>More Music (MM) festival expenses</u> Studio & Mixing Sound tech Band arrangements Compositions PA for concerts Hall decorations			265.78	3,416.10	4,281.69	4,088.93
Tiered seating			480	350	420	420
Hire of Ashton Hall (Friday at discount)			0	350	0	0
Sing Up			0	0	100	306
St John's Ambulance			0	414.72	353.28	198.72
Performing Rights			0	0	0	187.78
Sundries			0	49.27	73.91	55.81
Business legal – setting up charity 15/11/19			480			
Business legal – final payment for setting up charity 10/6/2020			470			
TOTAL	0		£4255.75	£11,033.03	£11,960.93	£10,902.24

STATEMENT OF ASSETS AND LIABILITIES

	31 December 2021	12th June 2020
Cash – opening bank balance 1/7/2019		£9,848.56
Cash funds – bank balance as at 12 th June 2020	£9,663.81	£9,663.81
Other monetary assets	0	0
Liabilities	0	0

Following the cancellation of the 2020 singing festival, a financial overview was prepared by Ms Nicky Donnelly (Charity Trustee) and audited by Mrs Caroline Lindsay, School Business Manager at Slyne-with-Hest School and the closing balance concurred with the Charity's bank statement dated 12th June 2020.

During 2021 there was no revenue nor debts incurred by the charity and the bank balance remains the same at £9,663.81.

APPROVED BY THE CHARITY TRUSTEES AT THE ZOOM MEETING ON 1 FEBRUARY 2022