



## **Trustees Annual Report 2022**

**For the year ended 31 December 2022**

### **Introduction**

We have now settled into our new charity status and have enjoyed a return to face-to-face meetings alongside a continuing on-line series of events.

### **1. Objectives**

The objective of the charity is to advance, facilitate and promote education in the teaching of singing and connected subjects for the public benefit.

In the furtherance of the above objective, the Association shall have the powers:

1. To bring together, at annual conferences and other meetings, teachers of singing and other persons connected with the works of the Association.
2. To print, lend or distribute books, journals and sound or video recordings concerned with the Association on a non-profit basis,
3. To engage and pay any person or persons to supervise, organise and carry on the works of the Association in accordance with current legal requirements.

### **2. Activities**

There are two main streams of activities: a training stream and a continuing professional development strand (CPD). Recently, training has been offered through our newly devised and accredited 'Essentials' online course, which has continued to run successfully since its inception in September 2021. CPD occurs through a series of both face-to-face meetings, which included two successful conferences in 2022. The first was held at Clare College in Cambridge over three days in the summer. This also had online participation available, and was agreed to be a success by those who attended. The second was a one-day Autumn conference focussing on scientific questions relating to teaching, the development of the voice and promoting a wider knowledge of psychology within music education.

### 3. Administration

#### Trustees (CIO Charity Commission number 1190787)

Edwin Pitt Mansfield	Chair Elect and Chair (from 22 July 2022)
Nicola-Jane Kemp	Chair and Past Chair (from 22 July 2022)
Heidi Pegler	Past Chair (resigned 22 July 2022)
Pamela Sharp	Editor and Chair Elect (from 22 July 2022)
Jan Spooner Swabey	Secretary
Carrie Birmingham	North Area
Adrienne Hale	South West Area
Sarah Taylor	Central Area
Nicola Duncombe	South East Area (resigned 12 May 2022))
Louisa Barry	South East Area (from 30 October 2022)
Kathleen Coubrough Ferguson	Scotland Area
Janice V Thompson	Conference Director (resigned 30 December 2022)
Janet Shell	Communications Director
Joy Turner	Teacher Development Director (from 22 July 2022)
Zoe Turner	Councillor at Large - Pods/Singers
Rachel Sherry	Councillor at Large - Corporates
Nicola Bowley	Councillor at Large - NYCGB and EVTA
Charlotte Jones	Councillor at Large (resigned 2 April 2022)
Robert Lines	Councillor at Large - Online Co-ordinator (from 22 July 2022)

#### Support Team

Georgia Barrington	Administrator
Stephanie Blake	Accountant
Ian Anderson Gray	Webmaster

#### Principal address

2 Church Way, Worthing, West Sussex, BN13 1HD

## **Independent examiner**

Colin Dadswell FCA ACCA DChA, Chantry House, 22 Upperton Road, Eastbourne, BN21 1BF

## **Structure, governance and management**

The Association of Teachers of Singing is now a CIO, formed on 1 November 2020. The governing document is available on our website [www.aotos.org.uk](http://www.aotos.org.uk) and was updated on 23 May 2020, in preparation for the transfer to a CIO.

The trustees are listed above and are normally elected by members at the Annual General Meeting (AGM) to form the council of trustees which manages the association. During 2022, two online trustee meetings took place in January and April, and two in person meetings were held in July and October.

The Association is primarily based in the United Kingdom but has strong links to the European Voice Teachers Association (EVTA).

There is a succession policy in place to ensure continuity and smooth changeovers. Councillors are elected for a term of office as defined in the constitution.

## **Training**

We now have a new teacher development director and the Essentials course has already run once under her tenure, with more courses planned for the New Year including a possible in-person follow up day.

## **Continuing professional development**

A number of online training events were held during the year, several of them free to members, in addition to the conferences. The council were given training in unconscious bias as part of the January away day (online). Online meetings covered topics such as auditions for conservatoires, Rock and Pop exams, Bel Canto boot camp, music festivals and adjudicating, and physiology. Live events were planned in several areas but not all ran due to lack of support. This was probably an after-effect of the lockdown. Those that ran were well received. The Summer conference had a full programme of varied sessions covering some science developments, music education, diversity, nutrition for singers, mental health issues and many more. Much was live streamed and was also available on the website for a limited time. The smaller Autumn conference was also well received, again with a diverse set of presentations.

## **Pods**

These smaller (and historically local) units have really come into their own with online meetings providing support and advice from local members, and now with the Student and New Teacher pods providing opportunities to meet with peers at the same career stage.



## Support team

Our support team is vital to the smooth running of the organisation. Georgia Barrington has finally had a chance to meet the trustees in person and members are also getting to know her. She fulfils a demanding role of managing our online events, and more recently booking for proposed live events very well, now with support from new Councillor at Large, Rob Lines. Stephanie Blake continues to manage our finances very carefully and to keep us very well informed. We are now in the process of reclaiming Gift Aid, and all members have been asked to allow the association to reclaim Gift Aid under the new charity. Ian Anderson Gray has been involved in management of the website, working alongside Georgia Barrington.

## Membership

At 31 December 2022, we had 706 standard paying members and 13 corporate members.

We also had non-paying members as follows:

45 students, 7 reciprocal corporates, 8 honorary presidents, 8 honorary life members, 23 emeritus members and 7 associate members.

## Financial review

The receipts and payments account for the year is listed on pages 6 and 7. The result is an excess of payments over receipts of £1,957. The association's total reserves (all unrestricted) stood at £102,230 at 31 December 2022.

## Reserves

It is the policy of the Association always to have one year's running costs in reserve. We also now have a Covid bursary fund which was generously supported by members during the pandemic, and money remains in this fund which will be used to allow members affected by Covid to attend the proposed live conference in the coming year.

## Public benefit

The trustees believe that the activities outlined above meet the Commission's requirements.

Signed by order of the trustees



Edwin Pitt Mansfield, Chair

Approved by the Trustees – 12/04/2023

## **Independent Examiner's Report to the trustees of the Association of Teachers of Singing**

I report to the trustees on my examination of the accounts of the Association of Teachers of Singing ("the Charity") for the period ended 31 December 2022, which are set out on pages 6 to 7.

### **Responsibilities and basis of report**

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

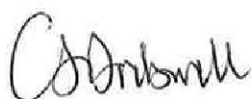
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records

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.



**Colin Dadswell FCA ACCA DChA**

Caladine Limited  
Chartered Certified Accountants  
Chantry House, 22 Upperton Road  
Eastbourne, BN21 1BF

Date: 09/05/2023

Association of Teachers of Singing

Charity Number 1190787

Receipts and Payments Account for the Period from 1 January to 31 December 2022

Funds:		Unrestricted	Restricted	2022 Total	1/11/20 to 31/12/21 Total
		£	£	£	£
<b>Receipts</b>					
	Notes				
Legacy - the late Dorothy Richardson		20.00		20.00	100.00
Operating Activities	Subscriptions	41,306.62		41,306.62	38,353.64
	Gift Aid Tax Repaid	166.05		166.05	-
	Summer (Annual) Conference	35,437.00		35,437.00	-
	Autumn Conference	4,079.00		4,079.00	6,610.00
	Online Events / Area Development Days	1,313.75		1,313.75	5,680.00
	Teacher Training (Essentials) & Pathways	2,335.00		2,335.00	3,245.00
	Publications (Magazine) Income	100.00		100.00	260.00
	Designated Funds Income	-		-	-
	Miscellaneous (advertising and donations)	852.00		852.00	15,440.00
Interest Received		423.71		423.71	9.89
Total Receipts		86,033.13	-	86,033.13	69,698.53
<b>Payments</b>					
Costs: Activities	Summer (Annual) Conference	35,104.70		35,104.70	2,900.00
	Autumn Conference	1,074.93		1,074.93	3,467.05
	Magazine & Publications	5,611.60		5,611.60	4,775.00
	Online Events / Area Development Days	2,698.43		2,698.43	620.69
	Teacher Training & Pathways	3,669.00		3,669.00	6,594.04
	Eurovox2020 expenses	-		-	-
		48,158.66	-	48,158.66	18,356.78
Support	Advertising & PR	3,136.87		3,136.87	3,871.69
	Subscriptions	2,491.26		2,491.26	2,987.63
	Sundry	1,416.20		1,416.20	1,755.30
		7,044.33	-	7,044.33	8,614.62
Management	Meetings Expenses	1,521.93		1,521.93	866.14
	Travel	2,510.64		2,510.64	660.04
	Printing & Stationery	63.75		63.75	101.84
	Postage & Carriage	166.89		166.89	145.90
	Administration	15,103.55		15,103.55	14,872.25
	Book-keeping	6,114.86		6,114.86	3,707.00
	Independent Examination	762.00		762.00	744.00
	Website & Database	2,805.00		2,805.00	4,465.00
	Legal and Professional fees	1,316.00		1,316.00	1,255.00
	Bank Charges	1,263.91		1,263.91	810.36
	Insurance	920.83		920.83	798.32
	Sundry	237.92		237.92	58.80
		32,787.29	-	32,787.29	28,484.65
Total Payments		87,990.27	-	87,990.27	55,456.05
Net Receipts/Payments		(1,957.14)	-	(1,957.14)	14,242.48
Transfers between funds		-		-	-
Net monetary assets at start of period		104,187.15		104,187.15	89,944.67
Net monetary assets at end of period		102,230.01	-	102,230.01	104,187.15

**Association of Teachers of Singing****Charity Number 1190787****Statement of Assets and Liabilities at 31 December 2022**

<b>Cash funds</b>	<b>31/12/2022</b>	<b>31/12/2021</b>	<b>31/12/2020</b>
Current accounts	1,045.63	14,427.61	678.12
Deposit accounts	100,166.58	88,009.74	85,050.63
Bursary account	765.87	1,002.63	1,057.51
PayPal account	207.67	313.85	67.69
Stripe account	44.26	433.32	-
Total cash funds	<u>102,230.01</u>	<u>104,187.15</u>	<u>86,853.95</u>
This is split into:			
Unrestricted funds	102,230.01	104,187.15	86,853.95
Restricted funds	-	-	-
	<u>102,230.01</u>	<u>104,187.15</u>	<u>86,853.95</u>

**Debtors and prepayments**

Prepayments

-

-

-

**Liabilities**

Independent examination accrual

770.00

762.00

Other creditors

-

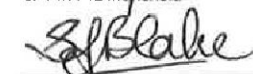
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**Receipts & Payments Clarifications: [a] Archive storage, Educare e-Learning Licence and Essentials course and SW Day bursaries****Trustee Expenses - Note 1: During the period, 13 Trustees were reimbursed a total of £3,813.30 for out of pocket expenses**

Approved:

  
Edwin Pitt Mansfield

Chair

  
Stephanie Blake

Accountant

Date: 12/04/23 2023