



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st September 2023

To

31st August 2024

Charity name: West Bristol Concert Band

Charity registration number: 1193077

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Advancing the art of music for the public benefit by providing opportunities for learning and performing concert music in the Bristol area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	West Bristol Concert Band provides the opportunity to high-standard musicians in the Bristol area to develop their playing and ensemble skills through weekly rehearsals and twice-yearly concerts.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance on public benefit issued by the Charity Commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	All members of West Bristol Concert Band are volunteers and are requested to pay a monthly subscription while attending in-person rehearsals. Contributions of non-trustee members primarily amount to volunteers' time at rehearsals, preparing for rehearsals and performing in concerts.

		Trustee's contributions include those of non-trustee members and also organise rehearsals and concerts, carry out administrative duties, assess health and safety risks and prepare annual accounts and reports.
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Rehearsals and performances benefit members by providing a creative outlet, a safe space for learning and improving musical skills, and building community and friendships between members. We have twice yearly concerts (Winter and Summer) plus Carols for a community Christmas Eve Carol service and participate in the bi-yearly Christmas Tree festival in Keynsham.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity had a small profit of £526
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The only reserves are held in cash, needed to pay out day to day costs such as hall hire.
Amount of reserves held	Para 1.22	£4,322 held in cash.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Subscriptions from band members and concert tickets.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Association Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee selection is based upon voluntary proposals of new trustees and subsequent election by charity members by open vote at General Meetings.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	West Bristol Concert Band's organisation structure is formed of a board of trustees, including a Chair, Treasurer and Secretary.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	West Bristol Concert Band
Other name the charity uses	N/A
Registered charity number	1193077
Charity's principal address	4a Amberly Road, Patchway, Bristol, BS34 6BU

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	Mr Matthew Steel	Chair		
	2	Mrs Clare Dorothy Pettifer	Treasurer		
	3	Mrs Rachel Eleanor Brady	Secretary	12th January 2021 - 9th August 2021	
	4	Dr Julia Louise Crunden	Secretary	9th August 2021 - present	
	5				
	6				
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	9				
	10				
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	15				
	16				
	17				
	18				
	19				
	20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A	N/A	N/A

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s) E. Potter

Full name(s) Emily Potter

Position (eg Secretary, Chair, etc) Interim Secretary

Date 23/06/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

West Bristol Concert Band

1193077

Receipts and payments accounts

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For the period
from

Period start date
01/09/2023

To

Period end date
31/08/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Band Members Subscriptions	3,080	-	-	3,080
Concert Income	567	-	-	567
Playing Carols on the Green in Shirehampton	120	-	-	120
Deposit Interest	25	-	-	25
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	3,792	-	-	3,792
A2 Asset and investment sales, (see table).				
None	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	3,792	-	-	3,792
A3 Payments				
Rehearsal Hall Hire	2,648	-	-	2,648
Concert Costs	150	-	-	150
Publicity & Web Site Costs	-	-	-	-
Fill in Player Costs	174	-	-	174
Instrument Storage	294	-	-	294
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	3,266	-	-	3,266
A4 Asset and investment purchases. (see table)				
None	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	3,266	-	-	3,266
Net of receipts/(payments)	526	-	-	526
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	3,796	-	-	3,796
Cash funds this year end	4,322	-	-	4,322

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank Account - Current	2,556	-
	Bank Account - Deposit	1,766	-
		-	-
	Total cash funds	4,322	-
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Clare Pettifer	30/10/2024