



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2022 Period start date To 31st December 2022 Period end date

Charity name: Institute of British Organ Building

Charity registration number: 1193458

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the practice of British pipe organ building by such means as education, exchange of information and publications for the general benefit of the public and by providing opportunities for members of the public and young people to further their understanding capabilities, competences and skills in matters related to the craft; To promote the preservation of the crafts and traditional techniques used within British pipe organ building to the highest standard, recognised and awarded by the CIO in order to be the central organisation and association within the United Kingdom for continuance of the heritage and progressive craft of British pipe organ building in places of worship, private residencies, schools and public buildings.
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	Publication of a journal available to purchase through our website, summarising the past year's activity and trends in British organ building, alongside articles on a wide variety of organ building projects undertaken and other technical studies. The IBO includes a level of membership open to members of the public who are interested in the pipe organ. This level of membership is invited to all IBO meetings (other than the AGM) Exhibiting at events which are connected to the pipe organ, such as Choir Festivals and also online/in person events with the Royal

		College of Organists, is an important aspect of the IBO's activities. The IBO organises a number of 'meetings' for its members, at which members of the public may attend as guests, in locations throughout the UK where recent work on the pipe organ has taken place. These venues remain open during the course of our visits which then often attract those members of the public visiting the building at the same time. One of the key objectives noted above is to advance education in the practise of British pipe organ building; work to bring about the first national apprenticeship scheme has continued, with a principal aim being to widen the reach to apprentices from all backgrounds/geographical areas. Regular training courses are also held which primarily are aimed at practising members and which ultimately will raise the standard of the craft in the UK. Another of the IBO's objectives is to preserve the craftsmanship of organ building so we are active in working alongside members of the public within congregations throughout the UK in saving pipe organs from being destroyed by helping in the relocation from one venue to another (both within the UK and overseas).
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

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	The international customer base of the annual journal continue to support and praise the quality of this publication. Public exhibition at the Three Choir Festival in Hereford, 23/7-30/7. This included a stand-alone organ for members of the public to play, a cutaway working model of the actions of an organ, and display boards highlighting members' work. Two Trustees participated in the Royal College of Organists' Winter Conference in February exploring various topics of interest to the large College membership. Involvement in our meetings at Waltham Abbey & Ponsbourne (Herts) and in Canterbury were extended to members of the public wherever possible. All venues remained open to the public whilst our meeting took place too. Throughout the year work was ongoing on the establishment of a national apprenticeship in organ building; An Open Day was held at the Building Crafts College in Stratford, London where potential apprentices onto the new apprenticeship had the opportunity to learn about how the course will be taught and the teaching environment where much of the training will be delivered. A joint Zoom webinar took place with a Dutch organ building firm about a project at a prominent city Town Hall. A wirework training course was held in the autumn for members to receive training on

		this specific skill within pipe organ building. We continued with work on the redundant organs service, assisting in the relocation of a number of organs throughout the year. The IBO had liaised with members of an organisation concerned about the height of organist benches as this affects the number of female organists within the UK.
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Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity ended the year with a surplus of £34,819
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not currently have a reserves policy. The charity ensures it keeps a sufficient level of funds to operate.
Amount of reserves held	Para 1.22	The charity's total funds as of 31 December 2022 were £34,819
Reasons for holding zero reserves	Para 1.22	The charity does not hold zero reserves as at 31 December 2022.
Details of fund materially in deficit	Para 1.24	No funds are in deficit as of 31 December 2022.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation
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	Elected from membership

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Institute of British Organ Building
Other name the charity uses	The IBO
Registered charity number	1193458
Charity's principal address	13 Ryefields, Thurston, Bury St Edmunds, Suffolk, IP31 3TD

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	Andrew Scott	Chair		
2	Dominic Gwynn			
3	Eric Shepherd		01.01.22 – 30.07.22	
4	Michael Farley		01.01.22 – 30.07.22	
5	Stephen Bayley			
6	Andrew Caskie			
7	Joost De Boer			
8	Simon Brown		01.01.22 – 23.01.22	
9	Stephen Alliss		30.07.22 – 31.12.22	
10	Gary Cook		30.07.22 – 31.12.22	
11	Mark Wood		30.07.22 – 31.12.22	
12				
13				
14				
15				
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20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Nevison Scott	
Position (eg Secretary, Chair, etc)	Chair	
Date	9 th May 2023	

The Institute of British Organ Building		Charity No	1193458		
		Company No			
Annual accounts for the period					
Period start date	1/1/2022	To	Period end date	12/31/2022	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
Income (Note 3)						
Income and endowments from:						
Donations and legacies	S01	1,405	-	-	1,405	21,805
Charitable activities	S02	64,573	-	-	64,573	58,540
Other trading activities	S03	143	-	-	143	230
Investments	S04	63	-	-	63	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
Total	S07	66,184	-	-	66,184	80,575
Expenditure (Notes 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	56,681	-	-	56,681	55,259
Separate material expense item	S10					
Other	S11	-	-	-	-	-
Total	S12	56,681	-	-	56,681	55,259
Net income/(expenditure) before tax for the reporting period	S13	9,503	-	-	9,503	25,316
Tax payable	S14	-	-	-	-	-
Net income/(expenditure) after tax before investment gains/(losses)	S15	9,503	-	-	9,503	25,316
Net gains/(losses) on investments	S16	-	-	-	-	-
Net income/(expenditure)	S17	9,503	-	-	9,503	25,316
Extraordinary items	S18	-	-	-	-	-
Transfers between funds	S19	-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
Net movement in funds	S22	9,503	-	-	9,503	25,316
Reconciliation of funds:						
Total funds brought forward	S23	25,316	-	-	25,316	-
Total funds carried forward	S24	34,819	-	-	34,819	25,316

Section B Balance sheet

	Guidance Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Fixed assets						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
Total fixed assets	B05	-	-	-	-	-
Current assets						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	14,892	-	-	14,892	14,993
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	63,303	-	-	63,303	54,686
Total current assets	B10	78,195	-	-	78,195	69,679
Creditors: amounts falling due within one year (Note 20)	B11	43,376	-	-	43,376	44,363
Net current assets/(liabilities)	B12	34,819	-	-	34,819	25,316
Total assets less current liabilities	B13	34,819	-	-	34,819	25,316
Creditors: amounts falling due after one year (Note 20)	B14	-	-	-	-	-
Provisions for liabilities	B15	-	-	-	-	-
Total net assets or liabilities	B16	34,819	-	-	34,819	25,316
Funds of the Charity						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	-	-	-	-
Unrestricted funds	B19	34,819	-	-	34,819	25,316
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
Total funds	B22	34,819	-	-	34,819	25,316

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

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

Signature	Print Name	Date of approval
	Andrew Scott	5/9/2023

THE INSTITUTE OF BRITISH ORGAN BUILDING

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the financial statements for the year ended 31 December 2022 which are attached.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Acts 2011 and regulations made under section 145(5)(b) of that Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report or the opinions I have formed.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements, and they consider that an audit is not required for the year (under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements (under section 145 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Act and;
- to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed: *TJM Dougherty*

Dated: 4 May 2023

Tracy Dougherty, FCA