



# Penarth Chamber Music Festival

## Income & Expenditure Statement

October 2021 - September 2022

	TOTAL
Income	
Charity box donations	383.94
Friends' Donation	5,010.00
Grant	8,920.00
Programme advertising	890.00
Ticket sales	12,708.49
<b>Total Income</b>	<b>£27,912.43</b>
TOTAL	<b>£27,912.43</b>
Expenditures	
Advertising/Promotional	909.10
Bank charges	134.16
Catering	1,064.50
Commission fee	500.00
DBS checks	176.80
Front of House	480.00
Gifts	70.00
Insurances	405.51
Music hire	160.00
Musician fees	15,434.48
Musicians expenses	663.12
Musicians travel expenses	1,032.58
Office/General Administrative Expenses	55.19
Piano move	1,507.50
Piano Tuning	425.00
Printing, Postage and Stationery	1,333.06
Sheet Music	57.84
Training	75.00
Venue Hire	994.00
<b>Total Expenditures</b>	<b>£25,477.84</b>
<b>NET OPERATING INCOME</b>	<b>£2,434.59</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>£2,434.59</b>

ESquare Group of Companies  
Registered in England and Wales

Registration number 5077485  
Registered office: Villa House  
7 Herbert Terrace, Penarth CF64 2AH



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **17/09/2021** Period start date To **30/09/2022**  
Period end date

**Charity name: Penarth Chamber Music Festival**

**Charity registration number: 1195835**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To advance education in, and raise public appreciation of music and other arts, principally through, but not limited to the delivery of an annual festival, concerts, performances and workshops</b>
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	<b>The charity delivered its annual festival June 23-26 2022 including 13 events and 5 workshops in local primary and special schools. There was also launch concert on April 6<sup>th</sup>.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have understood the guidance issued by the Charity Commission on public benefit</b>

## 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	<p><b>The festival visited Ty Gwyn and Meadowbank special schools to give short workshops to the children. The children were very engaged and we received excellent complimentary feedback from the schools. Some of these children also attended our Relaxed Concert along with several other audience members with special needs. We had 60 people in the audience for this event.</b></p> <p><b>We also held workshops in Albert and Evenlode Primary Schools which enabled them to be involved in a creative writing project and composition and performance in the Family Concert. These were led by Lenny Sayers who also received excellent feedback from the schools. Attendance at the Family Concert during the festival was also better than previous years.</b></p>
Contribution made by volunteers	Para 1.38	<p><b>There were 15 volunteers who help the running of the concerts and events during the festival. Mostly young people including music students from RWCMD and Cardiff University enabling them to gain experience of concert promotion and delivery.</b></p>
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	<p><b>Aside from the work in the schools and special schools the charity brings chamber music concerts of the highest artistic integrity to the audience in Penarth and the surrounding area. The Vale of Glamorgan and Cardiff had relatively little provision for this form of music making until the festival started in 2014. Now the concerts are sold out with approximately 1300 tickets sold over the 4-day festival. We aim to keep the programming unique and challenging and the artists of the highest calibre, mixing our fantastic local musicians with musicians from further afield. We attract an audience of mixed age range with around 15% of our audience being under 25 (encouraged by our free ticket scheme for 8-25 yr olds, sponsored by Cavatina Chamber Music Trust).</b></p> <p><b>Our work during the pandemic of bringing live music into people's homes through our live streamed concerts provided an extremely beneficial lifeline.</b></p>

**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	<b>Our fundraising was better than expected with the phase 3 cultural recovery fund being very helpful and our new charitable status enabled us to apply to some local grant giving trusts.</b>
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	<b>We finished the period with a small reserve £2,434.59 (9.5% of turnover).</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>As we are reliant on ticket sales and grant applications for our income it is crucial we hold a small reserve.</b>
Amount of reserves held	Para 1.22	<b>c.£6,000</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
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	<b>Ticket sales £12,708 Donations £5483 Grants £8920 Advertisements £890</b>
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	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	<b>Invitation by trustees</b>

### 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	<b>New trustees are required to read the safeguarding and privacy policies, as well as minutes of the charity meetings for the previous 2 years.</b>
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	Penarth Chamber Music Festival
Other name the charity uses	
Registered charity number	1195835

Charity's principal address	26 Clive Place, Penarth, CF64 1AY

### 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	Rhys Taylor	Chair		
2	Lisa Entwistle-Evans	Treasurer		
3	Robert Fokkens			
4	Geraint Talfan Davies			
5	Samantha Maskrey			
6	Catherine Porteus			
7	Sally Ann Bird			
8	David Adams			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

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	NIL
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)

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

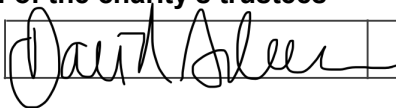
--

## 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)

David Adams

Position (eg  
Secretary, Chair, etc)

Trustee

Date

25/7/23