



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **8 November 2021** To **31 August 2022**

Charity name: Stafford Sinfonia

Charity registration number: 1196465

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	THE OBJECT OF THE CIO IS TO ADVANCE, IMPROVE, DEVELOP AND MAINTAIN PUBLIC EDUCATION IN, AND APPRECIATION OF, THE ART AND SCIENCE OF MUSIC IN ALL ITS ASPECTS BY ANY MEANS THE TRUSTEES SEE FIT, INCLUDING THROUGH THE PRESENTATION OF PUBLIC CONCERTS AND RECITALS.
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	Four public concerts of orchestral music held on 13 November 2021, 19 March 2022, 2 July 2022 and 10 July 2022 in Staffordshire.
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 regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Stafford Sinfonia does not make grants.
Policy on social investment including program related investment	Para 1.38	Stafford Sinfonia does not make social investments.
	Para 1.38	Stafford Sinfonia is supported by volunteers other than its trustees. Five individuals volunteered their time to

Contribution made by volunteers		support Stafford Sinfonia during the reporting period, undertaking tasks such as preparing refreshments at concert intervals, publicising concerts and assisting with box office duties at events.
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	After an absence due to the COVID-19 pandemic, Stafford Sinfonia returned to concert-giving in 2021-22 with three programmes, performed to large and receptive audiences in Stafford. One programme was repeated in a new partnership with Eccleshall's Holy Trinity Church, providing Eccleshall's residents with orchestral music for the first time in many years. The season saw Stafford Sinfonia performing works by the well-known composers Handel, Mozart, Beethoven, Haydn, Wagner, Strauss, Elgar and Mendelssohn as well as lesser-known pieces by Amy Beach and Emilie Mayer. Stafford Sinfonia also performed Mahler's First Symphony, specially arranged for the ensemble by Music Director Jack Lovell-Huckle. The orchestra were delighted to be joined by Royal Liverpool Philharmonic Orchestra horn player Stephen Nicholls to perform Strauss' Concerto for Horn.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Stafford Sinfonia budgeted for a loss of around £1,000 in 2021-2022, due to inflationary pressures, lower orchestral membership (and therefore fewer individuals donating subscriptions) and smaller audiences post-COVID. Through careful management, a targeted recruitment campaign to fill vacancies and with large concert audiences (including the new collaboration with Eccleshall church) the trustees are delighted to report a smaller loss of £685 during the period.
Performance of fundraising activities against objectives set	Para 1.41	Stafford Sinfonia undertook a recruitment campaign for playing members and restructured its supporter scheme (Friends of Stafford Sinfonia). Whilst the number of Friends is not as great as prior to the pandemic period, a number of individuals gifted one-off donations, and the

		recruitment campaign has increased membership donations during the period.
Investment performance against objectives	Para 1.41	Stafford Sinfonia does not make investments.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Stafford Sinfonia is in a good financial position, with sufficient reserves and with only a small loss in this financial year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Stafford Sinfonia holds reserves to cover the costs associated with a need to cancel activity at short notice as happened in the COVID-19 pandemic. The Trustees have determined reserves should be set at 2 concerts' worth of lost income: £1,800.
Amount of reserves held	Para 1.22	£2,866.87.
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	The trustees are satisfied that Stafford Sinfonia is a going concern, with sufficient funds and reserves to plan future activity.

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	Earned income: concert tickets, programme sales and programme advertising. Donations: member musicians and Friends of Stafford Sinfonia
Investment policy and objectives including any social investment policy adopted	Para 1.46	Stafford Sinfonia does not make investments.
A description of the principal risks facing the charity	Para 1.46	The main risk to the charity is an inability to give concerts, or to hold rehearsals, due to COVID-19 restrictions in future. The trustees consider this a medium risk and monitor the situation carefully. A low risk is that the Music Director may resign from Stafford Sinfonia. Such a

		<p>situation may lead to a fall in playing standards. The Music Director has occasionally been unavailable for rehearsals but a suitable deputy has been engaged.</p> <p>A low risk is that of losing key musician members, for example the leader or wind principals. During the absence of activity due to COVID-19, some musicians decided not to re-join Sinfonia on its return. Sinfonia has now recruited excellent musicians to all positions and has implemented a deputy list where, should a musician need to be absent or resigns their position, deputy musicians of a high standard are ready to join the orchestra.</p>
Other		N/A

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	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	<p>As described in article 13 of Stafford Sinfonia's constitution ("Appointment of Charity Trustees"):</p> <ol style="list-style-type: none"> At every annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire; The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot; The vacancies so arising may be filled by the decision of the members at the annual general meeting; any vacancies not filled at the annual general meeting may be

		<p>filled as provided in sub-clause (e) of this clause;</p> <p>d. The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause 12(c) (Charity trustees) on the number of charity trustees would not as a result be exceeded;</p> <p>e. A person so appointed by the members of the CIO shall retire in accordance with the provisions of sub-clauses (b) and (c) of this clause. A person so appointed by the charity trustees shall retire at the conclusion of the next annual general meeting after the date of his or her appointment, and shall not be counted for the purpose of determining which of the charity trustees is to retire by rotation at that meeting.</p>
--	--	--

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	Trustees must read Stafford Sinfonia's constitution and affirm they are legally permitted to act as a trustee of Stafford Sinfonia.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The members of Stafford Sinfonia appoint the trustees. The trustees appoint the Music Director. The members also appoint among themselves officers as desired, including publicity officer and librarian.
Relationship with any related parties	Para 1.51	The chair of Stafford Sinfonia is married to the Music Director, who is a paid freelancer who provides conducting services to the CIO. The chair is not permitted to be present when discussing the Music Director's contract, including whether the Music Director's contract may be extended, the fees and expenses due to the Music Director or whether to terminate the Music Director's contract.
Other		N/A

Reference and Administrative details

Charity name	Stafford Sinfonia
Other name the charity uses	
Registered charity number	1196465
Charity's principal address	22 Copeland Drive Stone ST15 8YP

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	Sebastian Lovell-Huckle	Chair	Whole year	N/A
2	Simon Coombs	Secretary	Whole year	N/A
3	Kerensa Guest	Treasurer	Whole year	N/A

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Stafford Sinfonia does not hold funds on behalf of others.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Stafford Sinfonia does not hold funds on behalf of others.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Stafford Sinfonia does not hold funds on behalf of others.

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

Jack Lovell-Huckle: Music Director

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A


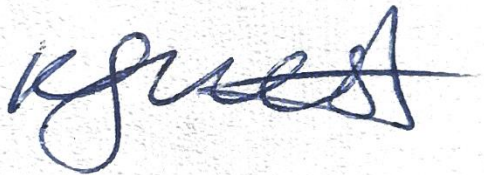
Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Sebastian Lovell-Huckle	Kerensa Guest
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	17 April 2023	

Stafford Sinfonia Accounts 08/11/2021 - 31/08/2022

Money In	Subs	£2,407.50
	Door (inc programmes)	£3,406.95
	Advertising Revenue	£405.00
	Friends of the Sinfonia	£45.00
	Social Events	£407.29
	Donations	£131.67
	Total Money In	£6,803.41

Money Out	Hire of Rehearsal Venue	£1,160.00
	MD's fees	£3,141.10
	Making Music Membership	£141.00
	Publicity	£152.26
	Hire of Concert Venues	£1,575.00
	Payments to Players	£730.00
	Refreshments	£17.48
	Programme Printing	£187.46
	Social Events	£355.00
	Misc	£29.99
	Total Money Out	£7,489.29

Opening Bank Balance 08/11/21	£3,552.75
--------------------------------------	------------------

Closing Bank Balance 31/08/22	£2,866.87
--------------------------------------	------------------

Surplus for Year	-£685.88
-------------------------	-----------------