

Trustees' Annual Report for the period								
From		Period start date			To		Period end date	
		01	08	2022			31	07

Section A Reference and administration details

Charity name	The Chichester Singers		
Other names charity is known by			
Registered charity number (if any)	264683		
Charity's principal address	25 The Wad		
	West Wittering		
	Chichester		
	Postcode	PO20 8AH	

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	Louise Bruce	Chair		NA
2	David Swayne	Treasurer		NA
3	Izabela Mayne	Secretary		NA
4	Wendy Bray			
5	Hazel Gillett			
6	Rob Spring			
7	Lisa Walker			
8	Kate Whitfield			
9				
10				
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16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Election by members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees are elected by the members and serve for three years. They are informed of the trustees' duties by the Chairman. This information is available on the website. The Chichester Singers (The Choir) is run by an elected committee, the trustees, with a Chair, Secretary and Treasurer who are officers of the organisation. The committee meets four times a year to plan policy, musical activity and strategy for development plus they oversee the financial activity and management. Occasionally, the Choir appoints soloists from charities such as the Josephine Baker Trust the Countess of Munster Musical Trust and performs regularly with Southern Pro Musica. The Chichester Singers has appropriate Public Liability insurance organised through Making Music. There are risk management procedures for concerts and rehearsals and the trustees ensure that there are sufficient financial reserves to cover financial risk from cancelled concerts.

The Trustees have reviewed their responsibilities, policies & procedures. As a result, they have appointed a lead Trustee for safeguarding and ED&I. In addition, Data Protection procedures have been reviewed to ensure compliance with GDPR legislation.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The public benefit offered by The Chichester Singers is the high-quality performance of a range of major choral works to the general public at an affordable price. The costs of staging such concerts, in collaboration with professional orchestras, soloists and musical director, are met partly through ticket sales and partly by members' annual subscriptions and by donations from supporters. The concerts allow increased awareness of classical and choral music throughout the South East of England.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees have had regard to the public benefit guidance issued by the Charity Commission. The main activities undertaken are weekly rehearsals for members under the instruction of the Musical Director. This leads to the performance of four concerts per year, usually in Chichester Cathedral, with a professional orchestra and soloists. Concerts are open to all members of the public upon purchase of a ticket. Ticket prices range from £5 to £30. Children under 12 have free tickets and there are concessions for students and those with a disability.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In a sense all members of The Chichester Singers are volunteers. They pay an annual subscription, in 2022 – 2023 of £150, which pays for a professional musical director and accompanist as well as rehearsal costs such as the hire of a rehearsal hall. Members hire or purchase their own music scores. No members derive any financial benefit from the activity of The Choir. Subscription income, plus that of a few regular donors, also contributes to the cost of presenting concerts which is not wholly covered by ticket revenue. As a result of careful programming and sound financial management, in most years The Choir ‘makes ends meet’ and in recent years the successful year-end outcome has been aided by bequests and the occasional more substantial donation by a retiring member of the Choir.

Summary of the main achievements of the charity during the year

In September 2022, The Chichester Singers celebrated the start of their 70th season. Social celebrations were held at Members' expense.

We welcomed ***** new members across all voice parts.

Significant work is ongoing to digitise our systems to maximise efficiency and data protection.

Throughout the Season, we performed 4 extremely successful concerts, including a World premiere, as below:-

Saturday 12 November 2022 in Chichester Cathedral

Vaughan Williams Dona Nobis Pacem

Merrill Brown Hereward (World Premiere)

Saturday 14 January 2023 in Chichester Cathedral

JS Bach Christmas Oratorio

Saturday 25 4March 2023 in Chichester Cathedral

Handel Dixit Dominus

Mendelssohn Hear My Prayer

Schubert Mass in G

Saturday 16 June 2023 in Chichester Cathedral

Stanford Songs of the Sea & Songs of the Fleet

Assersohn A Drop O'Nelson's Blood

Section E

Financial review

Brief statement of the charity's policy on reserves

The choir's reserves policy is that reserves should be no more than one season's concert costs. In 2023 our total concert costs were £52,566. Our current reserves are £71,759

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Chichester Singers' principal sources of funds are members' subscriptions and small donations from friends, sponsors and patrons. The financial activity is managed by the treasurer and overseen by the committee. Virtually all expenditure supports the rehearsal of major choral works and their performance in Chichester Cathedral with professional orchestra and soloists. This includes rehearsal venue costs, concert venue costs, modest publicity for concerts and the printing of high quality programmes (the production of the programme is executed by a member at no cost to The Choir). The sale of programmes and a small amount of local business advertising in the programme, covers the printing costs. The Chichester Singers hold a CAF bank current account and a CAF Gold account which pays minimal interest. There are no investments.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Louise Bruce	Izabela Mayne
Position (eg Secretary, Chair, etc)	Chair	Hon Secretary
Date	20 th . October 2023	

THE CHICHESTER SINGERS **Registered Charity no. 264683**
INCOME AND EXPENDITURE ACCOUNT
for the year ended 31st. July 2023

INCOME	2023
Ticket sales for concerts (Net)	29,224
Concert programmes	1,834
Programme advertising	615
Members' subscriptions	19,091
Patrons' subscriptions	3,080
Music sales and hire	3,922
Gift Aid recovery	3,684
Bank interest	665
Sale of folders and scarves	60
Sale of pencils/old scores	225
Social Income (70th. Party)	5,152
Donations / grants (incl. JBT)	14,442
Total Income	81,995
EXPENSES	
Hire of concert venues	13,020
Hire of rehearsal hall	2,040
Orchestra fees	21,256
Soloists' fees	5,511
Conductor's fees	8,800
Accompanist's fees	3,648
Voice Coaching	250
Concert publicity	799
Concert programmes	1,706
First Aid	484
Miscellaneous concert costs	309
Performing Rights fees	682
Subscriptions and insurance	523
Music purchase and hire	3,661
Folders and Scarves purchased	374
Administration expenses	341
Social expenses (Xmas and 70th. Party)	4,803
Website and IT	240
Tour expenses	0
Depreciation of soloists' platforms	106
Bank Charges	60
Total expenses	68,612
SURPLUS/(DEFICIT)	£13,383

THE CHICHESTER SINGERS
Registered Charity no. 264683

STATEMENT OF ASSETS AND LIABILITIES
31st. July 2023

2023

FIXED ASSETS	Platforms (purchased 2020)	<u>639</u>
CURRENT ASSETS		
Balances at CAF Bank		
CAF Cash A/c.		476
CAF Gold A/c.		<u>70,643</u>
		71,120
TOTAL NET ASSETS		<u><u>£71,759</u></u>
RESERVES b/fwd.		58,376
Surplus/(Deficit) for year		<u>13,383</u>
RESERVE Fwd.		<u><u>£71,759</u></u>

NOTES TO THE ACCOUNTS 31 JULY 2023

- 1 The Accounts are prepared on a Receipts and Payments basis.
- 2 The choir places no asset value on Music, Folders, Scarves, CDs and Pens.
- 3 Fixed Assets are depreciated over 10 years.
- 4 Donations include a legacy of £10,528 from longstanding choir member Audrey Fryer.
- 5 Reserves Policy: the choir's policy is that Reserves should be no lower than one season's concert costs. In 2023 our total concert costs were £
- 6 There were no restricted nor endowment funds.
- 7 An invoice for Performing Rights fees for the concert on 17th. June was received on 8th. August, after the year end

APPROVED by the Committee on

29th. August 2023

Chairman

Lou Bruce

Hon. Treasurer

David Swayne

2022

26,260

1,628

1,410

18,275

2,630

2,873

3,323

40

240

232

0

2,088

58,999

11,766

2,034

24,089

3,325

7,850

2,847

0

534

2,305

330

151

291

624

2,787

240

158

316

514

1,340

356

97

61,955

£(2,956)

2022

746

688

56,943

57,631

£58,376

61,332

(2,956)

£58,376

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Independent Examiners report to the Trustees of The
Chichester Singers
Charity no 264683

I report to the Trustees on my examination of the accounts of The Chichester Singers for the year ended 31st July 2023.

Responsibilities and basis of report

As the Trustees of the charity 'The Chichester Singers' 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 Trust'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:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. 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 to enable a proper understanding of the accounts to be reached.

David Suttle
10 Royce Close
West Wittering
Chichester
PO20 8ND



Date 24th August 2023