

# Trustees' Annual Report for the period

	Period start date			Period end date			
<b>From</b>	01	08	2024	<b>To</b>	31	07	2025

## Section A

### Reference and administration details

**Charity name**

The Chichester Singers

**Other names charity is known by**

**Registered charity number (if any)** 264683

3 The Square

Compton

West Sussex

**Postcode**

PO18 9HA

### 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
4	Carolyn Roe	Treasurer	From 15/11/24	NA
5	Julia Mansergh	Secretary		NA
6	Wendy Bray			
7	Chrissy Harbroe-Bush		From 15/11/24	
8	Rob Spring			
9	Colin Westwood			
10	Kate Whitfield			
9	Rosemary Hanbury		From 15/11/24	
10				
11				
12				
13				
14				
15				
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

## 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.

The Trustees have reviewed their responsibilities, policies & procedures. As a result, there is a Trustee for safeguarding and ED&I. This Trustee also has responsibility for Bullying and Harassment. A Serious Events & Actions Analysis is reported to the committee twice a year. Tighter financial governance is ensured by additional trustees having sight of all bank accounts and for authorising payments. There is an ED&I subcommittee now feeding into the committee on all matters of inclusion. Chichester Cathedral (also a registered charity) implemented a partnership scheme to which we successfully applied. This entailed being able to demonstrate robust policies, governance procedures and values aligned with the broad objectives of the Cathedral.

## 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.

A bursary scheme is continuing into 2026 to support younger, aspiring singers to join our membership. This will continue to be paid for out of legacy funds. The Trustees have voted to welcome all student members free of charge, outside of the bursary scheme.

**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 2024 – 2025 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 breaks even and in recent years the successful year-end outcome has been aided by bequests and the occasional more substantial donations by retiring members of the Choir.

## Section D

## Achievements and performance



**Summary of the main achievements of the charity during the year**

We welcomed 10 new members across all voice parts.

Significant work continues to improve further the governance agenda, particularly in the areas of ED&I. In this way, we can attract and welcome a greater diversity to our membership. Additional digitisation of our systems continues to maximise efficiency and data protection. This season also saw a collaboration with Guildford Choral society and the Bournemouth Symphony Orchestra

Throughout the Season, we performed 4 extremely successful concerts, , as below:-

**Saturday 16 November 2024** in Chichester Cathedral

Mendelssohn          Elijah

**Saturday 18 January 2025** in Chichester Cathedral

Handel                  Messiah

**Saturday 22 March 2024** in GLive Guildford

Elgar                    The Music Makers

Howells                Hymnus Paradisi

**Saturday 28 June 2025** in Chichester Cathedral

Ola Gjeilo              A Sunrise Mass

Finzi                    Magnificat

Dyson                  Hierusalem





## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The choir's reserves policy is that reserves should be no less than one season's concert costs. In 2024/25 our total concert costs were £33,323. Our current reserves are £79,994

### 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. The Charity has received £7,951 in Gift Aid receipts for this year, and the prior year.

## Section F

## Other optional information

The Chichester Cathedral Communion has introduced a charge for the evening rehearsal before the concerts. They have discounted this charge substantially for us as long as there is no alternative full fee event booked for that evening. As this new arrangement holds uncertainties on the financial impact, Trustees have approved a deficit budget for the forthcoming season, to assess this impact. Our reserves give us the buffer to be able to withstand this.

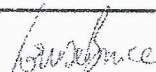
## Section G

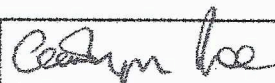
## Declaration

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

Carolyn Roe

Position (eg Secretary, Chair, etc)

Chair

Hon Treasurer

Date

19 August 2025

**INCOME AND EXPENDITURE ACCOUNT**

for the year ended 31st. July 2025

<b>INCOME</b>	<b>2025</b>	<b>2024</b>
Ticket sales for concerts (Net)	21,872	27,599
Concert programmes	1,617	1,743
Programme advertising	772	540
Members' subscriptions	19,971	20,214
Patrons' subscriptions	2,800	2,840
Music sales and hire	2,830	3,722
Gift Aid recovery	7,951	0
Bank interest	3,004	1,979
Sale of folders and scarves	127	110
Sale of pencils/old scores	0	133
Social Income	288	2,844
Sundries	0	11
Donations / grants (incl. JBT)	7,702	1,738
<b>Total Income</b>	<b>68,933</b>	<b>63,473</b>
<b>EXPENSES</b>		
Hire of concert venues	12,530	10,519
Hire of rehearsal hall	2,440	1,860
Orchestra fees	18,186	14,261
Soloists' fees	3,585	5,746
Conductor's fees	10,164	9,680
Accompanist's fees	3,914	4,070
Concert publicity	281	669
Concert programmes	459	879
St John Ambulance	412	391
Miscellaneous concert costs	5,992	836
Performing Rights fees	212	1,116
Subscriptions and insurance	701	259
Music purchase and hire	2,715	3,582
Folders and Scarves purchased	0	528
Administration expenses	59	312
Social expenses	418	2,173
Website and IT	17	0
Tour expenses	1,600	0
Depreciation of soloists' platforms	106	106
Bank Charges	60	60
Bursaries	3125	0
Sundries	200	0
<b>Total expenses</b>	<b>67,176</b>	<b>57,047</b>
<b>SURPLUS/(DEFICIT)</b>	<b>£1,757</b>	<b>£6,426</b>



**THE CHICHESTER SINGERS**  
Registered Charity no. 264683

**STATEMENT OF ASSETS AND LIABILITIES**

31st. July 2025

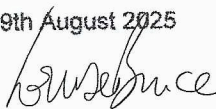
	2025	2024
<b>FIXED ASSETS</b>		
Platforms (purchased 2020)	427	533
<b>CURRENT ASSETS</b>		
Balances at CAF Bank		
CAF Cash A/c.	535	1,319
CAF Gold A/c.	78,982	76,335
	79,518	77,654
<b>TOTAL NET ASSETS</b>	<u>£79,944</u>	<u>£78,187</u>
<b>RESERVES</b>		
b/fwd.	78,187	71,759
Surplus/(Deficit) for year	1,757	6,428
<b>RESERVE FUND</b>	<u>£79,944</u>	<u>£78,187</u>

**NOTES TO THE ACCOUNTS 31 JULY 2025**

- 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 legacies totalling £5766.77 from the estates of Audrey Fryer and David Jones
- 5 Reserves Policy: the choir's policy is that Reserves should be no lower than one season's concert costs. In 2024/5 our total concert costs were £33,323.
- 6 There were no restricted nor endowment funds.

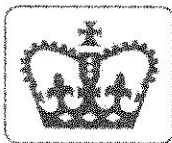
APPROVED by the Committee on 19th August 2025

Chairman



Hon. Treasurer





Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Chichester Singers

On accounts for the year  
ended

31<sup>st</sup> July 2025

Charity no  
(if any)

264683

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

10<sup>th</sup> Feb 2025

Name:

John James Martyn

Relevant professional  
qualification(s) or body  
(if any):

Institute of Chartered Accountant in Ireland

Address:

60 Bowes Hill

Rowlands Castle

Hampshire PO9 6BS



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None