



ASHTEAD CHORAL SOCIETY

Trustees' Annual Report for the year ending 30 June 2022

Reference and Administration details

The name of the Charity is Ashtead Choral Society, whose Registered Charity Number is 265400.

The principal address of the charity is 98 Craddocks Avenue, Ashtead, KT21 1NL.

Names of the Trustees who manage the Charity

The Trustees are as follows:

Mrs A Ridge (Chair)
Mrs A Bailey (Membership Secretary)
Mr A J Williams (Treasurer)
Mrs L Clarke (Making Music Representative)
Mrs L Crook
Mrs S Early (from February 2022)
Mrs C Greenwood
Mrs I Kenward
Mrs K Lewis
Mr G Morris
Mrs V Moss
Mrs H Parkin (co-opted) (from September 2022)
Mrs C Price

The following also served as Trustees during the year:

Mrs S Moore (resigned February 2022)

Structure, Governance and Management

The Charity is an unincorporated association. A revised Constitution was adopted on 7 February 2022.

The Charity is managed and administered by a Committee constituted in accordance with Rule 5 of the Charity. Trustees are appointed in accordance with Rule 7 of the Charity. No section representative may serve as such for more than three consecutive years.

Objectives and Activities

The object of the Charity shall be:

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 events.

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, and, in particular, the specific guidance to charities for the advancement of the arts.

The benefits of the society are enjoyed by both choral society members and members of the public who attend our concerts, and can be seen in the diverse selection of choral music that is performed by the society. In deciding the concert programme for each season, the conductor and the Trustees are mindful to ensure that the choir performs both familiar and less familiar choral music. The music that we perform has been written by a variety of composers from different musical periods from both the sacred and secular repertoire available to choral societies of our size. The advancement of the arts is thus achieved through the exposure of both choir and audience members to different styles and genres of music.

The Trustees are mindful of the need to ensure that sections of the public are not excluded from participating as a member of the choral society through the use of financial assistance to those who might otherwise not be able to afford to join the society. Membership of the society is free for people aged 25 and under and there is a 50% reduction in the subscription for those members aged 26-30. Subscriptions may also be paid in instalments or reduced temporarily in the case of unforeseen hardship.

Our key objective this year is to ensure the sustainability of the choir by doing everything we can to advertise and publicise ourselves, and our events. Encouraging new members and new audiences is imperative. This is a challenge, sometimes requiring a very different approach as we navigate the changes in front of us in this digital world.

In recent years we have undertaken concerts where we have engaged local young musicians either to accompany us or to sing the solo parts of certain musical items. In this way, our public benefit has been extended to a wider section of society, as many of those young people have benefited from the experience of performing with a large choral society and in front of larger audiences than might otherwise be possible for them.

Achievements and Performance

This season saw a return to something like normality after the pandemic. Of course, we continued to be mindful of members' wellbeing, with appropriate Covid protocols in place.

We approved a new Constitution at the AGM on 7th February 2022. This is based on a template agreed jointly by the Charity Commission and Making Music, and brings us right up to date. We also circulated a Members' Handbook which includes everything a member needs to know about the society, and which will be updated annually.

As far as concert performances are concerned, this has been a very busy year. As well as concerts in October 2021 and April 2022, we were able, at long last, to celebrate our 70th anniversary in February 2022 which had had to be postponed during the pandemic. This was indeed a wonderful evening of music and friendship.

Two additional concerts were also performed towards the end of the season by those who were available - a joint concert in London with the Old Bailey Choir (our MD is also their MD) and a short recital at Ashted Rotary's annual awards evening.

As mentioned above, we have further developed our digital usage this year to enhance advertising, publicity and ticket sales, taking every opportunity to promote the society and ensure its future sustainability. We recognise that this will not necessarily produce instant results, but are already beginning to see some behavioural change and are hopeful we will see more progress over time.

Financial Review

Relaxation of the coronavirus restrictions meant that the society was able to put on a full series of concerts this season. The Trustees were keen to celebrate this, and to encourage members and audiences to return, and so agreed that the season as a whole would be bigger in scale than normal, with full orchestral concerts each time. Normally, at least one concert, if not two, would be on a smaller scale. It was recognised that, as a result, the season would be significantly more expensive than usual and so it was agreed that it would be appropriate to use £5,000 from the Judy Williams Memorial Patronage Fund towards these extra costs. Other costs (honoraria, hire of rehearsal rooms etc) returned to a more normal level.

Subscriptions were increased substantially over the previous year, when they had been reduced to reflect the lower level of activity. However, the Trustees decided not to increase them to the full pre-coronavirus level, again partly to encourage members to return. Membership during the year was comparable to that prior to the pandemic.

No fundraising events were held during the year. However, Amazon Smile and Easy Fundraising continued to provide a useful source of income.

A retiring collection in aid of the people of Ukraine was held after the April concert, raising £1,420 which was forwarded to the Disasters Emergency Committee.

A bequest of £5,000 was received from the estate of Sally Stuart, who had been a long-standing member of the choir. In line with our customary practice, this has been placed in the Judy Williams Memorial Patronage Fund.

Overall, the society saw a reduction of £8,800 in our unrestricted funds, which was entirely in line with the budget plan for the season. We still retain just under £29,500 in unrestricted funds, which means the society remains in a healthy and stable position.

Charity's policy on reserves

The Trustees recognise that there are expenses associated with the putting on of concerts which may need to be covered even if those concerts cannot take place. There are also expenses associated with running the choir on a day-to-day basis that would have to be met even if the society were to wind up. Having considered these issues the Trustees have decided that an appropriate level of reserve to be held is £12,000 in unrestricted funds.

Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees:

	Anne Ridge	Anthony Williams
Position	Chair	Hon Treasurer
Date	3 November 2022	3 November 2022

Ashtead Choral Society
Charity Commission Number - 265400
Receipts and payments accounts
For the period from 1 July 2021 to 30 June 2022

	Unrestricted funds	Restricted income funds	Total 2022	Total 2021
	£	£	£	£
Receipts				
Income from concerts (note 3)	8,602	-	8,602	-
Member subscriptions	13,985	-	13,985	8,250
Income tax recovered	2,548	-	2,548	1,625
Friends/Patronage donations	-	1,100	1,100	385
Income tax recovered	-	141	141	94
Other donations	5	-	5	100
Income tax recovered	25	-	25	227
Music hire and sales	1,023	-	1,023	-
Funds raised for other Charities	-	1,420	1,420	-
100 Club (Note 4)	499	-	499	1,055
Bank interest	76	-	76	16
Fundraising income (gross)	329	-	329	346
Bequests (note 2)	-	5,001	5,001	-
Miscellaneous income	106	-	106	-
Total receipts	27,198	7,662	34,860	12,098
Payments				
Concert expenditure (note 3)	20,108	5,000	25,108	-
Honoraria	8,964	-	8,964	5,244
Hire of rehearsal rooms	3,988	-	3,988	1,211
Music hire and purchases	993	-	993	-
Publicity	740	-	740	-
Gifts and donations	-	1,420	1,420	50
Subscriptions, sundry fees, other dues, and bank charges	717	-	717	642
Fundraising expenses	11	-	11	-
Secretarial and admin. expenses	166	-	166	68
Miscellaneous expenses	304	-	304	404
Total payments	35,991	6,420	42,411	7,619
Net of receipts/(payments)	(8,793)	1,242	(7,551)	4,479
Cash funds last year end	38,264	18,630	56,894	52,415
Cash funds this year end	29,471	19,872	49,343	56,894

Ashtead Choral Society
Charity Commission Number – 265400
Statement of assets and liabilities as at 30 June 2022

		Unrestricted funds	Restricted income funds	Total 2022	Total 2021
		£	£	£	£
Cash Funds	Barclays current account	7,869	-	7,869	15,496
	COIF Deposit account	21,602	19,872	41,474	41,398
Total bank accounts		<u>29,471</u>	<u>19,872</u>	<u>49,343</u>	<u>56,894</u>

Assets retained for the charity's own use

Piano	2,000	-	2,000	2,000
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Signed on behalf of all the trustees

Anthony Williams
Hon Treasurer

Date of approval 3 November 2022

Ashtead Choral Society
Notes to the Accounts
For the year ending 30 June 2022

1 Basis of accounting

The financial statements have been prepared on a receipts and payments basis.

2 Endowment and restricted income funds

The charity has no endowment fund. It has one restricted income fund, the Judy Williams Memorial Patronage Fund, which was established to enable the choir to be able to afford to perform works which it would not otherwise be able to do.

To celebrate the end of the majority of coronavirus restrictions, and in view of the fact that the society had been unable to stage concerts for the previous two years, the Trustees were keen to put on a substantial series of concerts, including the deferred 70th Anniversary performance of Elijah. Because of the extra costs involved, the Trustees decided to use £5,000 from the Judy Williams Memorial Patronage Fund towards the cost of the season.

A bequest of £5,001 was received from the estate of Sally Stuart. In line with the society's customary practice, this has been placed in the Judy Williams Memorial Patronage Fund.

The Charity does not have any designated funds.

3 Financial results of concerts

	October 2021 £	February 2022 £	April 2022 £	Total £	2021 £
Concert income					
Ticket sales	2,115	3,366	2,002	7,483	-
Programme sales	187	148	74	409	-
Advertising revenue	200	420	90	710	-
Concert income relating to concerts in the year	2,502	3,934	2,166	8,602	-
Concert Expenditure					
Conductor's Fee	800	800	800	2,400	-
Orchestras/Accompanists	3,210	4,250	2,335	9,795	-
Artists fees	1,950	1,600	1,400	4,950	-
Hire of venue	795	1,836	619	3,250	-
Orchestra music costs	113	279	273	665	-
Hire of staging	-	564	110	674	-
Publicity	52	929	245	1,226	-
Printing	263	562	245	1,070	-
Miscellaneous	129	676	273	1,078	-
Expenditure relating to concerts in the year	7,312	11,496	6,300	25,108	-

4 100 Club

Because of administrative difficulties arising from the coronavirus pandemic, the 100 Club was unable to remit the profits from their activities during the 2019/20 season, amounting to £508, and this was received in 2020/21. Profit from activities in the 2020/21 season amounted to £547.

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the Trustees/ members of	Ashtead Choral Society		
On accounts for the year ended	30 June 2022	Charity no	265400
Set out on pages	4-7		
Responsibilities and basis of report	<p>I report to the Trustees on my examination of the accounts of the above Charity ("the Trust") for the year ended 30 June 2022.</p> <p>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").</p> <p>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.</p>		
Independent examiner's statement	<p>I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:</p> <ul style="list-style-type: none"> • accounting records were not kept in accordance with section 130 of the Act or • the accounts do not accord with the accounting records <p>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.</p>		
Signed:	Elisabeth Storey	Date:	4 November 2022
Name:	Mrs Elisabeth Storey		
Relevant professional qualification:	FCA		
Address:	29 Barrett Road, Fetcham, Leatherhead, Surrey, KT22 9HL		