



Banstead Musical Society (St Cecilia Chorus)

Charity Number 270480

Trustees' Annual Report for the period July 2021 to June 2022

1. OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Society's constitutional objectives remain the same as those agreed back in 1922 when the Society was formed: i.e., 'the study and practice of choral music in order to foster the public knowledge and appreciation of such music by means of public performance'. These are at the heart of everything we plan for and do.

The Trustees have considered the Charity Commission's Guidance on Public Benefit with an emphasis on the specific guidance to charities for advancement of the arts plus guidance from Making Music, which we are a member of, and the Department of Culture, Media and Sport.

For a second season running, with careful planning plus loyal support and continued engagement from our members, we have successfully minimised the impact of the Covid 19 Pandemic, (whilst of course adhering to Government instructions and in line with our own policies such as Health, Safety and Security and Safeguarding) by continuing weekly rehearsals either in-person or via Zoom. These have achieved a high average attendance of singing members and led to the Society being able to perform four high quality concerts to our local community in the first of our Centenary Seasons, which is a testament to the enthusiasm and flexibility of both our members, Accompanist Ian le Grice and Music Director, James Dixon.

Our rehearsals, although sometimes in a different format, as a mixture of sectionals and all parts, and in different rehearsal venues have been designed both to maintain members' engagement whilst providing the opportunity to attend rehearsals and perform in concerts featuring a wide range of repertoire: in Autumn 2021 Monteverdi - *Cantate Domino*, Bach Motet - *Lobet den Herrn*, Haydn - *St Cecilia Mass*, Bruckner - *Motets and Sea Shanties* (records show shanties were performed by The Society at its first concert in 1922)

We celebrated the start of our Centenary year with a light-hearted and social in-person workshop led by James Dixon featuring music based on a food and drink theme. For our Spring concert we were delighted to be able to sing with an orchestra again performing Mozart's *Requiem*, *Regina Coeli* and *Ave Verum*, then completing our season with our Centenary Concert featuring the premiere of our Commission: Amy Summers Mass plus Rutter's *Gloria and Psalm 150* and Howells *Like as the Hart*.

In the Summer term we welcomed our fifth and sixth Choral Scholars, the soprano Harim Oh and alto Gisele Bustamante. We have continued to ensure pastoral support and collaboration with our partner organisations are core to our activities, which include weekly updates via email and our sectional co-ordinators continuing to take attendance registers and actively communicate with those in their section, particularly those not familiar with IT.

With the support of the 2022 Team and all our existing and potential members we are looking forward with enthusiasm to our second centenary season and being able to fulfil a lively, varied programme of concerts and activities culminating with our Tour to Avignon in June 2023

1. GOVERNANCE

The Society is constituted under a set of Rules most recently revised in September 2018.

The Officers for 2021/22 included a President and Vice-Presidents as follows:

President – Richard Stangroom

Vice-Presidents

- Geoff Barham

- Louis Halsey

- Derek Holman

- Kevin Shears

- Bery Radford

The Trustees of the Society are the members of the Committee, who are elected annually by members present at the Annual General Meeting.

The Trustees for 2021/22 were:

Chair: June Parsons

Deputy Chair: Stephen Oliver

Committee Secretary: Rosemairi Evison

Honorary Treasurer: Margaret Stevens

Alison Jones

Alan Clark (until December 21)

Jenny Miller-Slights

Marianne Adams

The Society's Musical Director is James Dixon, and its accompanist is Ian le Grice.

2. FINANCIAL POSITION

Details of the Society's income and expenditure for the year under review and for the previous year are shown on the attached financial statements.

We are extremely grateful to the Humphrey Richardson Taylor Charitable Trust for its generous support of the Society during a difficult time with a grant of £3,000. This helped us to cover the cost of having an orchestra for our concert in April and a brass ensemble for our Centenary Concert in June. It also gave us the confidence to commission a new work and Amy Summers' "Mass of St Cecilia" which was very well received at our Centenary Concert.

Throughout the season, James Dixon, our Musical Director, has led us with his usual enthusiasm and has continued to provide a Zoom link to our rehearsals. This helped keep our members engaged and, in fact three more people paid their membership subscription this year than last and two people who did not feel able to sing in person gave the subscription amount as a donation.

There are two reasons why the cost of concerts has increased markedly from last year. The first is that, due to the later scheduling of the 2021 Summer concert, we performed four concerts in this financial year. The second is that we had the pleasure of performing with two orchestras this year. The first for the Mozart concert in April and secondly a brass ensemble for the Centenary Concert in June.

The extra expenditure in our Centenary year has largely been due to the commissioning of the "Mass of St Cecilia" from Amy Summers. It was a delight to work on and the fact that none of us were familiar with this work, and the two John Rutter pieces also performed in the Centenary Concert, meant that the six final rehearsals (including an extra one) were 2 ½ hours in duration instead of 2 hours. This meant that professional fees have been at the same, slightly higher level as last year.

As was to be expected in the time of covid, our income from fundraising this year remains considerably reduced. We are especially grateful to some of our members who were shielding, and, therefore, not taking part in concert preparation, who gave their membership subscriptions as donations.

At 20th June 2022 we had £5,828.56 in our current account and £4,883.78 in our savings accounts. Our investments, which earned £740 this year, were valued at £24,987 (a 5% decrease on last year) on 23rd June 2022.

Liabilities and commitments in the coming year are £5,850.00 that has been received as part payment for the tour to Avignon and a short-term loan of £3,000.00 received from a trustee to cover the initial payment to the tour operator. This loan will be re-paid as soon as there are funds to cover it.

As we enter the 2022/23 season, we look forward to continuing the celebration of our centenary by going on our first tour for four years. We recognise that our ability to continue meeting our central objective of providing concerts of the highest quality will depend on continued efforts to sustain our financial position in an environment which is gradually becoming more conducive to performing for mass audiences and look forward to plunging into a range of exciting and entertaining fund-raising projects.

I would like to thank Robert Collier for, once again, being our External Examiner.

3. ADMINISTRATIVE INFORMATION

The Society's principal address is:
101 Blenheim Gardens
Wallington
SM6 9PU

Our bankers for 2021/22 have been:
CAF Bank Ltd
25 Kings Hill Avenue
West Malling
Kent ME19 4JQ

Independent Examination of the Accounts has been kindly provided by Robert Collier.

4. DECLARATION

I declare, in my capacity as a Trustee, that the Trustees have approved the above report and authorised me to sign on their behalf.



Signature.....
June Parsons
Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BANSTEAD MUSICAL SOCIETY

I report on the accounts of the Society for the period ended 20 June 2022, which are set out on Schedule A: Receipts and Payments, Schedule B: Statement of assets and liabilities and notes 1 to 9 thereon.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Robert Collier

BANSTEAD MUSICAL SOCIETY**Receipts and Payments Accounts for the period 21 June 2021 to 20 June 2022****A. Receipts and Payments****Marjorie Hall**

	Main fund	Fund	Total	
	2021/22	2021/22	2021/22	2020/21
<u>RECEIPTS</u>				
Subscriptions from members	8,015.00	-	8,015.00	7,575.00
Patrons and Friends	70.00	-	70.00	125.00
Music hire contributions	1,060.00		1,060.00	1,009.43
Bequests	-		-	-
Concert Receipts (Notes 6,8)	3,541.50	-	3,541.50	372.90
From previous year	-	-	-	-
Humphrey Richardson Taylor	3,000.00	-	3,000.00	2,000.00
Gift Aid *	1,277.54	-	1,277.54	1,695.01
Income from fund raising (Note 5)	1,133.00	-	1,133.00	2,420.00
Judith McEwan scholarship	50.00	-	50.00	350.00
Workshop	-	325.00	325.00	
Interest on deposits	0.67	0.41	1.08	2.38
Current tour	-	8,850.00	8,850.00	
Centenary Celebrations (Note 9)		2,040.00	2,040.00	
Distributions from Unit Trusts	-	840.21	840.21	739.92
Miscellaneous (Note 7)	247.00		247.00	
<i>Subtotal</i>	18,394.71	12,055.62	30,450.33	16,289.64
<i>Sales of investments</i>			-	-
Total receipts	18,394.71	12,055.62	30,450.33	16,289.64
<u>PAYMENTS</u>				
Subscription refund	-	-	-	-
Cost of concerts	14,663.59	-	14,663.59	2,057.50
Concerts in other years	-	-	-	-
Professional fees	8,462.62	-	8,462.62	8,388.25
Hall hire	1,798.00	-	1,798.00	765.00
Miscellaneous (Note 7)	1,296.70	-	1,296.70	668.23
Music hires/payments	1,606.38	-	1,606.38	690.33
Cost of fundraising	7.00	-	7.00	
Judith McEwan scholarship	400.00	-	400.00	625.00
Workshop	-	1,252.80	1,252.80	
Current Tour	-	-	-	
Centenary celebrations (Note 9)		2,450.50	2,450.50	
<i>Subtotal</i>	28,234.29	3,703.30	31,937.59	13,194.31
<i>Investment purchases</i>	-	-	-	-
Total payments	28,234.29	3,703.30	31,937.59	13,194.31
Net receipts	(9,839.58)	8,352.32	(1,487.26)	3,095.33
Transfers between funds	-	-	-	-
Cash funds last year end	13,169.65	(576.19)	12,593.46	9,498.13
Cash funds this year end	3,330.07	7,776.13	11,106.20	12,593.46

B Statement of assets and liabilities at the end of the period

	<u>20 Jun</u> <u>2022</u>	<u>20 Jun</u> <u>2021</u>
Cash funds		
Petty cash	-	-
CAF current account	5,828.56	7,499.29
CAF Deposit accounts	4,883.78	6,042.49
<i>Subtotal</i>	<u>10,712.34</u>	<u>13,541.78</u>
<i>Less cheques & lodgments outstanding</i>	<u>393.86</u>	<u>(948.32)</u>
Total	<u>11,106.20</u>	<u>12,593.46</u>
 Other monetary assets		
Investment assets (Values at June 2022)		
M&G Charifund (481.327 units)	7,133.36	7,415.13
COIF Charities (498.18)		9,443.85
COIF Charities Ethical(3,269.59)*	8,929.25	
FSL CAF Equity Fund B (5804.484 units)	8,924.39	9,446.22
Total	<u>24,987.00</u>	<u>26,305.20</u>

*** COIF Charities units were sold to purchase
COIF Charities Ethical units during the year**

Assets retained for the charities own use

The Society retains some assets for its own use, for example music, staging and refreshments, with an estimated value of less than £300.

Liabilities

Deposits received to be used for the tour to Avignon	5,850.00
Short term loan	<u>3,000.00</u>
	<u>8,850.00</u>

Approved by the committee on

June Parsons (Chair)

Margaret Stevens

Notes to the Accounts**1 Charitable Status**

The Society is an unincorporated association registered as a charity with number 270480 under the Charities Act 1960.

2 General Accounting policies

The Society's Committee agreed at its meeting on 17 April 2013 that its accounts should be prepared as Receipts and Payments Accounts rather than on an accruals basis. This is permitted for charities which are not also companies and which have gross income under £250,000. The Committee also agreed at the same meeting that its small stocks of music and refreshments should be treated in the accounts as of zero value.

3 Trustees and other related parties

During the year neither the trustees nor any persons connected with them have received any remuneration. The Society employs no staff.

On 20 June 2022, the Society accepted a £3,000 short term loan from a Trustee to ensure that sufficient cash funds were available to pay an instalment on the costs relating to the international tour. The loan will be repaid as soon as further deposits are received from members in respect of the tour.

4 Funds

The Marjorie Hall Fund was established for general development purposes as a result of a legacy of £37,389 bequeathed to the Society in 2000 by the late Marjorie Hall. The Fund has been used for example to support our development workshops, Christmas concerts, the costs of our professionals on overseas visits, commissioning music from local composers and subsidising subscriptions where appropriate. The fund is not formally restricted, enabling cash management in the interests of the Society as a whole. At its meeting on 24 May 2017 the Committee agreed that bequests for 2016/17 and in future should generally be credited to the Marjorie Hall Fund.

5 Fund-raising

	2021/22	2020/21
Sale of rehearsal refreshments	5.00	-
Supporters' donations	340.00	250.00
Members' donations	738.00	1,895.00
Miscellaneous: in memory of Campbell McPhee	50.00	275.00
Net receipts	1,133.00	2,420.00
Cost of fundraising	(7.00)	-
Gross receipts	1,126.00	2,420.00

6 Christmas Concert

No Christmas Concert was held

7 Miscellaneous expenses

	2021/22	2020/21
Subscriptions and insurances	318.00	243.00
Christmas hospitality	46.70	-
Banking costs	96.00	78.00
AGM expenses	50.00	
Web Host 5/17 - 5/21		
Making Music m'ship platform fee	78.00	78.00
PPE Equipment		111.24
Gifts		157.99
Membership expenses (new folders)	708.00	-
	1,296.70	668.23

8 Net costs of main concerts

		Jul-21	Nov-21	Mar-21	Jun-22	Non specific	TOTAL 2021/22	TOTAL 2020/21
		<i>French Connection</i>	<i>100 Years of Song</i>	<i>Mozart Requiem</i>	<i>Centenary Concert with Summers Premiere</i>	<i>Season tickets</i>		
Receipts	Gate	95.00	754.00	1,430.00	804.00		3,083.00	220.90
	Season ticket sales					40.00	40.00	120.00
	Refreshments		-	142.00	126.50		268.50	32.00
	Other					150.00	150.00	
	TOTAL	95.00	754.00	1,572.00	930.50	190.00	3,541.50	372.90
Costs	Professional expenses	(1,385.00)	(1,690.00)	(6,310.00)	(3,690.00)	(150.00)	(13,225.00)	(1,907.50)
	Gate	(7.23)	(34.85)	(46.00)	(18.18)		(106.26)	
	Programmes/flyers		-	(27.49)	(30.49)		(57.98)	
	Refreshments		-	(167.76)	(90.09)		(257.85)	
	Misc/venue		(150.00)	(295.50)	(571.00)		(1,016.50)	(150.00)
	TOTAL	(1,392.23)	(1,874.85)	(6,846.75)	(4,399.76)		(14,663.59)	(2,057.50)
	Net loss	(1,297.23)	(1,120.85)	(5,274.75)	(3,469.26)	40.00	(11,122.09)	-
Financial support received								
	Humphrey Richardson Taylor Charitable Trust						3,000.00	2,000.00
	Borough of Banstead and Reigate Arts Council							
Concerts in other years							-	-
NET								
LOSS							(8,122.09)	315.40

9. Centenary celebrations

	2021/22	2020/21
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Receipts

Centenary Gala Dinner	2,040.00	-
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Payments

Amy Summers Commission	(2,250.00)	-
Centenary Cake	(80.00)	-
Centenary Gala Dinner	(120.00)	-
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	(410.00)	-
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