



## Banstead Musical Society (St Cecilia Chorus)

Charity Number 270480

### Trustees' Annual Report for the period July 2022 to June 2023

#### 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, of which we are a member, and the Department of Culture, Media and Sport.

For a third season running, with careful planning plus loyal support and continued engagement from our singing members and supporters, we have successfully minimised the impact of Covid 19 on our outreach to and activities with our local community. We have adhered to our Health, Safety and Security and Safeguarding policies by continuing weekly rehearsals via Zoom as well as in person. This has ensured maximum opportunity for singing members to learn and practice the repertoire, which many found enabled them attend when working or visiting other locations or when feeling under par, thus preparing them for the concert performances. We have continued to ensure pastoral support for our members through a weekly bulletin by email and the sectional coordinators who take registers and actively communicate with those who are absent or unfamiliar with I T.

We also continue to support local emerging musical talent through the Judith McEwan Choral Scholarship and were delighted to appoint the soprano Harim Oh as our Choral Scholar for the 2022/23 season.

The Society performed three high quality concerts to our local community in the second of our Centenary seasons, all testament to the enthusiasm and versatility of our members, accompanist, Ian le Grice, and Musical Director, James Dixon.

For the final concert of our Centenary year, 2022, we advertised the repertoire, Handel's ever-popular *Messiah*, and welcomed eleven extra singers including friends, family past and new members. Accompanied by Ian le Grice and the London Music Collective, this concert was dedicated to the memory of Campbell McPhee and other St Cecilia Chorus members who are no longer with us and was attended by Clive Woodbridge, the Mayor of Epsom and Ewell. This was a truly wonderful occasion which we commissioned a professional photographer, Michaela Strivens, to capture for us.

2023 started with a light-hearted and sociable in-person workshop. James Dixon led us through "Four seasons in one day" featuring, amongst other pieces, *Summertime* and *Autumn leaves*. For our Spring concert we were equally challenged and rewarded by a French programme comprising the Durufle *Requiem* and four pieces by Lili Boulanger (now featured regularly on Radio 3). We were delighted to

welcome Trish Fivey, the Mayor of Sutton, to this concert. We completed our season with a Summer concert featuring the repertoire for our June tour in Provence which included: the Summers *Mass of St Cecilia* and French and English pieces by Bainton, Bruckner, Durufle', Elgar, Faure', Harris, Howells and Wesley.

With the support of the 2022 Team, the committee and other members we were able to continue celebrating our centenary with a social programme this season. We held a Centenary Gala Dinner at Tyrells Wood Golf Club, a Quiz Night in September and a carol singing 'end-of-year' party in December. We finished the celebrations in grand style with the Provence tour in June 2023 during which we sang four concerts to very appreciative audiences in Avignon, Ciotat, Aix en Provence and the Abbaye Saint-Michel de Frigolet.

Moving forward, we will continue to focus on maintaining and increasing our membership and audiences while investing in emerging talent, to ensure that the Society thrives into its second century.

## **1. GOVERNANCE**

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

The Officers for 2022/23 included a President and Vice-Presidents as follows:

### **President**

- Richard Stangroom

### **Vice-Presidents**

- Geoff Barham
- David Birt
- Louis Halsey
- 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 2022/23 were:

Chair: June Parsons

Deputy Chair: Stephen Oliver

Committee Secretary: Rosemairi Evison

Honorary Treasurer: Margaret Stevens

Alison Jones

Jenny Miller-Slights

Marianne Adams

Graham Little

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 time of recovery with a grant of £4,000. This helped us to cover almost the entire cost of our splendid performance of Handel's *Messiah* in November 2022.

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, however, although the amount received in subscriptions went up this year because the subscription amount was increased by 10% to reflect our increase costs, the number of members went down from 56 to 52.

We were anxious to reduce the net cost of concerts this year for 2 reasons. Firstly, we are conscious of the fact that fund-raising has not recovered to pre-covid levels although our programming has fully recovered. Thus, the April and Summer concerts were splendidly accompanied by organ and piano and not a full orchestra or ensemble. It is pleasing to note that receipts from concerts increased this year. The second consideration was the postponed tour which we undertook to Avignon and other venues in Provence in June. This was supported by 2 generous donations from members totalling £3,000.00 and the funds created by the Marjorie Hall bequest. We made the decision to sell some of the investment units so as not to take funds from our core performance activities. It is also pleasing to note that we performed the Amy Summers *Mass of St Cecilia* on the tour.

I am pleased to report that, aside from the generous donations towards the tour, fund-raising increased by £555.99 this year. The level of giving overall meant that our income from Gift Aid was also considerably higher than last year at £2,332.00. We are presently planning a full programme of fund-raising for the 2023/24 year.

At 20<sup>th</sup> June 2023 we had £821.82 in our current account and £2,151.56 in our savings accounts. Our investments, which earned £980.68 this year, were valued at £16,029.78 at the end of June 2023. The sharp decrease in value of our investments is because it was necessary to sell a block of them to fund the tour. £9,628.48 was realised from this sale.

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 planning and carrying out 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 2022/23 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 to the trustees on the accounts of the Banstead Musical Society ("the Society") for the period ended 20 June 2023, which are set out on Schedule A: Receipts and Payments, Schedule B: Statement of assets and liabilities and notes 1 to 9 thereon.

Responsibilities and basis of report.

As the charity trustees of the Society, 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 Society's accounts, comprising the Receipts and Payments account and the Statement of Assets and Liabilities, carried out under section 145 of the Act and in carrying out my examination, I have followed the applicable directions given by the Charity Commission under section 145(5)9b 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 which give 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 to enable a proper understanding of the accounts to be reached.

Robert Collier

Date:

	<u>Main</u> <u>fund</u>	<u>Marjorie Hall Fund</u>	<u>Total</u>	<u>Total</u>
<b>RECEIPTS</b>	<b>2022/23</b>	<b>2022/23</b>	<b>2022/23</b>	<b>2021/22</b>
<b>BANSTEAD MUSICAL SOCIETY</b>				
<b>A Receipts and Payments Accounts for the period 21 June 2022 to 20 June 2023</b>				
Subscriptions from members	8,420.00	-	8,420.00	8,015.00
Patrons and Friends	95.00	-	95.00	70.00
Music hire contributions	1,000.00	-	1,000.00	1,060.00
Bequests	-	-	-	-
Concert Receipts (Notes 6,8)	4,718.20	-	4,718.20	3,541.50
From previous year	-	-	-	-
Humphrey Richardson Taylor	4,000.00	-	4,000.00	3,000.00
Gift Aid	2,332.31	-	2,332.31	1,277.54
Income from fund raising (Note 5)	2,592.00	-	2,592.00	1,133.00
Judith McEwan scholarship	-	-	-	50.00
Workshop	-	513.15	513.15	325.00
Interest on deposits	28.25	15.65	43.90	1.08
Current tour	-	24,775.50	24,775.50	5,850.00
Centenary Celebrations (Note 9)	-	520.00	520.00	2,040.00
Distributions from Unit Trusts	-	980.68	980.68	840.21
Miscellaneous (Note 7)	154.80	-	154.80	247.00
<i>Subtotal</i>	23,340.56	26,804.98	50,145.54	27,450.33
<i>Loans received</i>	-	6,750.00	6,750.00	3,000.00

<i>Sales of investments</i>		9,628.48	9,628.48	-
<b>Total receipts</b>	<b>23,340.56</b>	<b>43,183.46</b>	<b>66,524.02</b>	<b>30,450.33</b>
<b><u>PAYMENTS</u></b>				
Cost of concerts	11,942.29	-	11,942.29	14,663.59
Professional fees	9,412.57	-	9,412.57	8,462.62
Hall hire	1,755.50	-	1,755.50	1,798.00
Miscellaneous (Note 7)	1,584.15	-	1,584.15	1,296.70
Music hires/payments	883.82	-	883.82	1,606.38
Cost of fundraising	910.01	-	910.01	7.00
Judith McEwan scholarship	600.00	-	600.00	400.00
Workshop	-	1,033.52	1,033.52	1,252.80
Current Tour	-	34,781.99	34,781.99	
Centenary celebration (Note 9)		2,414.10	2,414.10	2,450.50
<i>Subtotal</i>	27,088.34	38,229.61	65,317.95	31,937.59
<i>Loans repaid</i>		9,750.00	9,750.00	
<i>Investment purchases</i>	-	-	-	-
<b>Total payments</b>	<b>27,088.34</b>	<b>47,979.61</b>	<b>75,067.95</b>	<b>31,937.59</b>
 <b>Net receipts</b>	 (3,747.78)	 (4,796.15)	 (8,543.93)	 (1,487.26)
Transfers between funds	-	-	-	-
<b>Cash funds last year end</b>	<b>3,330.07</b>	<b>7,776.13</b>	<b>11,106.20</b>	<b>12,593.46</b>
<b>Cash funds this year end</b>	<b>(417.71)</b>	<b>2,979.98</b>	<b>2,562.27</b>	<b>11,106.20</b>

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

	<u>20 Jun</u> <u>2023</u>	<u>20 Jun</u> <u>2022</u>
Petty cash	-	-
CAF current account	821.82	5,828.56
CAF Deposit accounts	2,151.56	4,883.78
<i>Subtotal</i>	<i>2,973.38</i>	<i>10,712.34</i>
<i>Cheques lodgments outstanding</i>	<i>(411.11)</i>	<i>393.86</i>
<b>Total</b>	<b>2,562.27</b>	<b>11,106.20</b>
 <b>Other monetary assets</b>		
<b><i>Investment assets (Values at June 2023)</i></b>		
M&G Charifund (481.327 units)	6,700.00	7,133.36
COIF Charities Ethical(3,269.59)	9,329.78	8,929.25
IFSL CAF Equity Fund B (5804.484 units) *		8,924.39
<b>Total</b>	<b>16,029.78</b>	<b>24,987.00</b>

\* IFSL CAF Equity Fund B units sold  
17<sup>th</sup> May 2023

Assets retained for the charity's own use, for example music, staging and refreshments, have an estimated value of less than £300.

<b><i>Liabilities</i></b>	<b><u>20 June</u></b> <b><u>2023</u></b>	<b><u>20 June</u></b> <b><u>2022</u></b>
Deposits received to be used in the following year	-	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 (Hon Treas)

## 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. That loan was repaid but during the year further loans were required to fund payments relating to the international tour and these have all been repaid. At the end of the year, there were no outstanding loans.

### ***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

	<b>2022/23</b>	<b>2021/22</b>
Sale of rehearsal refreshments & produce	60.00	(2.00)
Supporters' donations	175.00	340.00
Members' donations *	657.00	738.00
Quiz Night	789.99	-
Miscellaneous	-	50.00
<b>Net receipts</b>	<b>1,681.99</b>	<b>1,126.00</b>
Cost of fundraising	910.01	7.00
<b>Gross receipts</b>	<b>2,592.00</b>	<b>1,133.00</b>

\* Further donations of £3,000 have been included within current tour income.

## 6 Christmas Concert

No Christmas Concert was held

## 7 Miscellaneous expenses

	<b>2022/23</b>	<b>2021/22</b>
Subscriptions and insurances	449.67	318.00
Christmas hospitality	153.68	46.70
Banking costs	63.00	96.00
AGM expenses		50.00
Making Music m'ship platform fee	78.00	78.00
Publicity photos	550.00	
Gifts	50.00	
Miscellaneous: router SIM card	40.00	
Membership expenses	45.00	461.00
Miscellaneous expenses (net)	1,429.35	1,049.70
Miscellaneous income	154.80	247.00
Miscellaneous expenses (gross)	1,584.15	1,296.70



## 8 Net costs of main concerts

		Nov-22	Apr-23	Jun-23	Non specific	TOTAL 2022/23	TOTAL 2021/22
		<i>Messiah</i>	<i>Durufle' Requiem</i>	<i>Continental Classics</i>	<i>Season tickets</i>		
<b>Receipts</b>	Gate	2,100.00	885.00	855.00		3,840.00	3,083.00
	Season ticket sales	-	-	-	200.00	200.00	40.00
	Refreshments	336.20	188.00	154.00		678.20	268.50
	Other	-	-	-			150.00
	<b>TOTAL</b>	<b>2,436.20</b>	<b>1,073.00</b>	<b>1,009.00</b>	<b>200.00</b>	<b>4,718.20</b>	<b>3,541.50</b>
<b>Costs</b>	Professional expenses	(5,729.57)	(2,620.00)	(1,430.00)		(9,779.57)	(13,225.00)
	Gate	(58.67)	(18.32)	(16.07)		(93.06)	(106.26)
	Programmes/flyers	(111.75)	-	(43.48)		(155.23)	(57.98)
	Refreshments	(323.58)	(150.00)	(113.10)		(586.68)	(257.85)
	Misc/venue	(446.75)	(481.00)	(400.00)		(1,327.75)	(1,016.50)
	<b>TOTAL</b>	<b>(6,670.32)</b>	<b>(3,269.32)</b>	<b>(2,002.65)</b>		<b>(11,942.29)</b>	<b>(14,663.59)</b>

Net loss	(4,234.12)	(2,196.32)	(993.65)	200.00	(7,224.09)	(11,122.09)
Financial support received						
Humphrey Richardson Taylor Charitable Trust					4,000.00	3,000.00
NET LOSS					<u>(3,224.09)</u>	<u>(8,122.09)</u>

## 9. Centenary celebrations

	2022/23	2021/22
<u>Receipts</u>		
Centenary Gala Dinner	520.00	2,040.00

## Payments

Amy Summers Commission		(2,250.00)
Centenary Cake		(80.00)
Centenary Gala Dinner	(2,414.10)	(120.00)

Net expense

	(1,894.10)	(410.00)