

LEITH HILL MUSICAL FESTIVAL

REPORT AND ACCOUNTS

For the year ended 30 June 2022

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

Annual report for the year to 30 June 2022

The Trustees submit their Annual Report and independently examined Financial Statements for the Leith Hill Musical Festival ('the Charity') for the year ended 30 June 2022. These have been prepared in accordance with the accounting policies set out on page 8 and comply with the Charity's constitution and with applicable law.

1. REFERENCE AND ADMINISTRATIVE DETAILS

The Festival is a registered charity: No. 275176 with address

TRUSTEES AND PRINCIPAL OFFICERS

The Principal Officers (who are also the Trustees of the Charity) who held office during the year are:

Chairman	G Ray
Secretary & Festival Organiser	Ms A Begg
Treasurer	Mrs PM Frankland

The Principal Officers are elected annually.

The Executive Committee consists of the Principal Officers
These members are elected annually.

INDEPENDENT EXAMINER

David Wheeler FCCA
Braidwood Wheeler & Co
Chartered Certified Accountants
Goodman House
13a West Street
Reigate
Surrey
RH2 9BL

PRINCIPAL BANKERS

NatWest Bank
14 HIGH STREET,
DORKING,
SURREY RH4 1AX

2. STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The Charity was founded in 1905 and is governed by its own constitution. The constitution was last revised on 21 May 2021.

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

The Charity is a member of Making Music (formerly the National Federation of Music Societies) and of the British and International Federation of Festivals. It is also a Corporate member of The Royal Philharmonic Society.

The entire resources of the Charity have been unrestricted throughout the year and the Trustees have complete discretion for their use.

Any money or property not immediately required for the Charity's purposes can be held or invested as the Trustees determine.

APPOINTMENT AND REMOVAL OF TRUSTEES

Appointment of office holders and Trustees is governed by the Charity's constitution.

ORGANISATION AND MANAGEMENT

The Trustees and other members of the Executive Committee meet formally on a regular basis. The new LHMFM Management Committee met 3 times in 2021-22.

The accounting function is carried out by the Hon Treasurer, Mrs Pat Frankland.

RELATED PARTIES

The Charity is not associated with any other charity.

RISK MANAGEMENT

The Trustees conducted a formal risk assessment exercise during the year. The Trustees believe that the Charity has sufficient assets, combined with regular reviews of accounting procedures and controls, to continue in the event of adverse conditions.

The Trustees have also considered other operational and business risks faced by the Charity and confirm that they have established systems to mitigate any significant risks.

INVESTMENT POWERS

The Charity's cash resources can be invested at the Trustees' absolute discretion. The Trustees have full unrestricted power to invest funds as they see fit.

3. OBJECTS AND ACTIVITIES FOR THE PUBLIC BENEFIT

The objects of the Charity are the study and practice of music in order to foster the public knowledge and appreciation of music by means of public concerts, the holding of musical competitions and other activities.

The Charity seeks to achieve these objects by organizing competitions for un-auditioned adult choirs and for youth choirs and by promoting concerts. These activities are intended to educate the performers, inform their audiences and the public and raise musical standards generally.

The trustees have referred to the general guidance on public benefit issued by the Charity Commission when planning future activities.

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

4. HOW OUR OBJECTIVES AND ACTIVITIES DELIVERED PUBLIC BENEFIT:

A REVIEW OF ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR

During the year the Charity promoted one Sing Day and a 2 day Festival in April 2022. A concert planned for March 2022 had to be cancelled due to inadequate sign up from singers. This was due to COVID19 restrictions. Full details of these activities can be found on the Festival's website. (www.lhmf.co.uk).

The Trustees are very grateful to all those who have helped and supported the restart of the Festival during another challenging year, whether financially or with encouragement and understanding. Particular thanks are due to the Festival Conductor for his continued input on our behalf.

LHMF received a legacy during the year of £30,000 from the estate of Mrs Iris Mary Williams. Part of this legacy has been used to fund the restart of the Festival after the cancellations caused by COVID19. We hope that Mrs Williams would have approved.

5. FINANCIAL REVIEW

The accounts show a surplus for the year of £17,608 (2021: £4,709). This surplus does include the legacy of £30,000. The effect of the cancellation of all 2021 Festival activities continues to make comparatives difficult. Plans for the March concert of Messiah had to be abandoned due to COVID19 and this caused cancellation costs of £1,077. The main reason for our overall surplus is a legacy of £30,000; without it, the accounts would show a deficit of £12,392. It was decided that part of this legacy would be used to support the restart of the Festival. The generosity of Friends and Patrons and other donations this year have also contributed to this year's income.

Operational Income for the year rose from £12,486 to £42,350 following the resumption of live musical events.

Income was from singing fees, tickets, donations, Giftaid and Friends and Patrons. Attendance at our public concerts was significantly reduced from pre COVID19 events with a commensurate reduction in ticket income.

Expenditure for the year rose from £7,777 to £54,742. Considerable work was undertaken to redesign our logo, programme and marketing literature. That redesign work cost £2,730 which is expected to be a one-off cost.

The income of £1,155 from the fund-raising activities in 2021-22 is shown in note 2 of the accounts.

A summary of the activities in 2021-22 where there was significant income and expenditure is shown in the following table.

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

2021-22

	Income £	Expenditure £	Net Surplus £
Come and Sing 2021	3,761	3,721	40
Hire & Purchase of Music	5,310	5,447	(137)
Total	<u>9,071</u>	<u>9,168</u>	<u>(97)</u>

As always, the Festival is extremely grateful for the donations and support it receives from Friends and Patrons and its participating choirs.

6. PLANS FOR THE FUTURE

The Trustees do not propose to deviate from the current objectives and activities of the Charity as detailed in section 3 above.

The Trustees held a Sing Day in October 2021 and a 2 Day Festival in April 2022. It is expected that in 2022-23 the March concert will also be held.

The Festival is very fortunate that it has significant reserves and the backing of the Leith Hill Musical Festival Trust to see it through these challenging times. The greatest challenge to the future of the Festival continues to be behavioural rather than financial. During lockdown, none of our member choirs were able to meet as usual and many of their members lost confidence in meeting in groups. Although choirs have resumed, many of them have had significant reductions in numbers of singers. The Trustees are aware of this and future plans take this into account.

7. TRUSTEES RESPONSIBILITY STATEMENT

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Statement of Recommended Practice – Accounting and Reporting by Charities;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

7. INDEPENDENT EXAMINER

A resolution will be proposed at the Annual General Meeting that David Wheeler of Braidwood Wheeler & Co be appointed as Independent Examiner for the Charity for the ensuing year.

Approved by the Trustees on October 2022 and signed on their behalf by:

Mrs P M Frankland
Hon Treasurer

G Ray
Chairman

DATE

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

Financial Statements

Statement of Financial Activities for the year ended 30 June 2022

INCOME AND EXPENDITURE

TOTAL INCOME	2022	2021
	£	£
<u>Concert Income</u>		
Sale of tickets	11,299	0
Sale of Programmes	2,223	0
Choir and Singers' Entry Fees (2021 figure relates to 2020 fees)	<u>10,338</u>	<u>1,066</u>
Total Concert Income	<u>23,860</u>	<u>1,066</u>
<u>Other Operational Income</u>		
Friends and Patrons	3,770	4,570
Gift Aid Recovery	1,777	2,467
Donations and Grants	2,616	3,223
Fundraising	1155	0
Interest	101	20
Come & Sing	3,761	0
Book Sales	0	92
Hire & Purchase of Music	5,310	0
Write Back of Unused Provisions for Ticket Refunds and cancellation fees	<u>0</u>	<u>1048</u>
Total Other Operational Income	<u>18,490</u>	<u>11,420</u>
Total Operational Income	42,350	12,486
Bequest	<u>30,000</u>	<u>0</u>
Total Income	<u>72,350</u>	<u>12,486</u>

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

TOTAL EXPENDITURE

	2022	2021
	£	£
<u>Concert Expenses</u>		
Orchestra	12,049	0
Soloists	2,100	0
Hire of Halls, Organ & Piano	11,865	0
Conductor & Accompanist	7,680	1,250
Adjudicators	288	0
Hire & Purchase of Music	5,447	91
Programme Printing	1,266	0
Marketing & Advertising	2,918	0
Other Festival Expenses	254	0
Cancellation Fees - Messiah	<u>1,077</u>	<u>0</u>
Total Concert Expenses	44,944	1,341
 <u>Other Expenditure</u>		
Choir Refunds of 2020 Fees	0	3,200
Subscriptions paid	690	490
Insurance	462	443
General Admin Expenses	1,012	259
Website	370	282
Come & Sing	3,721	0
Bank Charges	153	0
Independent Examiner	660	648
Marketing Redesign	2,730	0
Other Zoom Event Costs	0	572
Write Off of Obsolete Shop Stock	0	450
Book Purchases	<u>0</u>	<u>92</u>
Total Other Expenses	<u>9,798</u>	<u>6,436</u>
Total Expenditure	<u>54,742</u>	<u>7,777</u>
 Net Surplus for the Year	 <u>17,608</u>	 <u>4,709</u>

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Report and Accounts for the Year to 30 June 2022

Balance Sheet as at 30 June 2022

	2022	2021
	£	£
Fund Balances Brought forward	70,492	65,783
(Deficit)/Surplus for the Year	<u>17,608</u>	<u>4,709</u>
Fund Balances Carried forward	<u>88,100</u>	<u>70,492</u>
Represented by:		
Current Assets		
Bank Current Accounts	7,191	13,487
Bank Business Account	30,439	6,628
CCLA Deposit Account	<u>50,470</u>	<u>50,377</u>
Total Current Assets	<u>88,100</u>	<u>70,492</u>

G Ray
Chairman

Mrs P M Frankland
Treasurer

Ms A Begg
Secretary and Festival Organiser

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

Notes to the Accounts

1. Accounting Policies

General

These accounts have been prepared on a Receipts and Payments basis in accordance with the Statement of Recommended Practice on Accounting by Charities

Income

Donations are accounted for when received.

2. Fundraising

	2022	2021
Card and Shop Sales	500	0
Singday Raffle	<u>655</u>	<u>0</u>
	<u>1,155</u>	<u>0</u>

LEITH HILL MUSICAL FESTIVAL

Report and Accounts for the Year to 30 June 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LEITH HILL MUSICAL FESTIVAL

I report to the trustees on my examination of the accounts of the Charity for the year ended 30th June 2022 which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees 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 charity's accounts as required under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charities 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 charity as required by section 130 of the Act; or
2. That accounts do not accord with those records; or
3. That accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than the requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination.

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 in order to enable a proper understanding of the accounts to be reached.

David Wheeler FCCA
Braidwood Wheeler & Co
Chartered Certified Accountants
Goodman House
13a West Street
Reigate
Surrey
RH2 9BL

Date October 2022