

# **LEITH HILL MUSICAL FESTIVAL**

Registered Charity No. 275176

## **REPORT AND ACCOUNTS**

**For the year ended 30 June 2023**

# **LEITH HILL MUSICAL FESTIVAL**

## **Report and Accounts for the Year to 30 June 2023**

### **Annual report for the year to 30 June 2023**

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 2023. 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. The Leith Hill Musical Festival operates as the Leith Hill Music Festival.

#### **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  
Cheeld Wheeler & Co  
Chartered Certified Accountants  
Redhill Chambers  
2d High Street  
Redhill  
Surrey  
RH1 1JR

#### **PRINCIPAL BANKERS**

NatWest Bank

The charity can be contacted at the following email addresses:

[chairman@lhmf.org.uk](mailto:chairman@lhmf.org.uk)

[treasurer@lhmf.org.uk](mailto:treasurer@lhmf.org.uk)

#### **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.

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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 LHMF Management Committee met 3 times in 2021-22.

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

All the officers are volunteers and the Festival activities are all organised and administered by volunteers.

### **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.

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

#### 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 in October 2022, a concert for independent singers in March 2023 and a 2 day Festival in April 2023. Full details of these activities can be found on the Festival's website. ([www.lhmf.co.uk](http://www.lhmf.co.uk)).

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

#### 5. FINANCIAL REVIEW

The accounts show a deficit for the year of £5,410 (2022: surplus £17,608). The 2022 surplus included a legacy of £30,000 otherwise the accounts would have shown a deficit of £12,392. The effect of the cancellation of some 2022 Festival activities continues to make comparatives difficult. A legacy of £1000 was received in the current year. 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 £42,350 to £77,438 following the resumption of all live musical events.

Income was from singing fees, tickets, donations, Giftaid and Friends and Patrons. Attendance at our public concerts was variable with the Verdi Requiem performing to a 87% house while the 2 Festival concerts only achieved audiences of 64% and 58%.

Expenditure for the year rose from £54,742 to £83,848.

As at the year end the charity had free funds of £82,690 (2022- £88,100) available to it.

The income of £613 from the fund-raising activities in 2022-23 is shown in note 2 of the accounts.

A summary of the activities in 2022-23 where there was significant income and expenditure is shown in the following table.

#### 2022-23

|                          | Income | Expenditure | Net Surplus/<br>(Deficit) |
|--------------------------|--------|-------------|---------------------------|
|                          | £      | £           | £                         |
| Come and Sing 2022       | 3,330  | 2,475       | 855                       |
| Hire & Purchase of Music | 4,389  | 4,315       | (74)                      |

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### 2021-22

|                          | Income | Expenditure | Net Surplus |
|--------------------------|--------|-------------|-------------|
|                          | £      | £           | £           |
| Come and Sing 2021       | 3,761  | 3,721       | 40          |
| Hire & Purchase of Music | 5,310  | 5,447       | (137)       |

A donation of £620 was made by the Leith Hill Musical Festival Trust which was to pay for the moving to Dorking Halls and tuning of a donated piano. This piano is to be used for Festival rehearsals.

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 expect to hold the October Sing Day, a March concert and a 2 day April Festival over the financial year 2023-4

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 the future of our member choirs and the numbers of amateur singers who participate in choral singing. Although choirs resumed after lockdown, 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;

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## **Report and Accounts for the Year to 30 June 2023**

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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 Cheeld Wheeler & Co be appointed as Independent Examiner for the Charity for the ensuing year.

Approved by the Trustees on    October 2023 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 2023

### Financial Statements

#### Statement of Financial Activities for the year ended 30 June 2023

#### INCOME AND EXPENDITURE

| TOTAL INCOME                          | 2023                 | 2022                 |
|---------------------------------------|----------------------|----------------------|
|                                       | £                    | £                    |
| <u>Concert Income</u>                 |                      |                      |
| Sale of tickets                       | 26,338               | 11,299               |
| Sale of Programmes                    | 2,841                | 2,223                |
| Choir and Singers' Entry Fees         | <u>31,400</u>        | <u>10,338</u>        |
| <b>Total Concert Income</b>           | <u>60,579</u>        | <u>23,860</u>        |
| <u>Other Operational Income</u>       |                      |                      |
| Friends and Patrons                   | 3,295                | 3,770                |
| Gift Aid Recovery                     | 1,841                | 1,777                |
| Donations and Grants                  | 2,280                | 2,616                |
| Fundraising                           | 275                  | 1,155                |
| Interest                              | 1,523                | 101                  |
| Come & Sing                           | 3,330                | 3,761                |
| Hire & Purchase of Music              | <u>4,315</u>         | <u>5,310</u>         |
| <b>Total Other Operational Income</b> | <u>16,859</u>        | <u>18,490</u>        |
| <b>Total Operational Income</b>       | 77,438               | 42,350               |
| Bequest                               | <u>1,000</u>         | <u>30,000</u>        |
| <b>Total Income</b>                   | <u><b>78,438</b></u> | <u><b>72,350</b></u> |

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### TOTAL EXPENDITURE

|  | 2023                  | 2022                 |
|--|-----------------------|----------------------|
|  | £                     | £                    |
| <b><u>Concert Expenses</u></b>                     |                       |                      |
| Orchestra  | 26,160                | 12,049               |
| Soloists   | 4,170                 | 2,100                |
| Hire of Halls, Organ & Piano                       | 21,548                | 11,865               |
| Conductor & Accompanist                            | 12,280                | 7,680                |
| Adjudicators                                       | 450                   | 288                  |
| Hire & Purchase of Music                           | 4,389                 | 5,447                |
| Programme Printing                                 | 4,014                 | 1,266                |
| Marketing & Advertising                            | 4,581                 | 2,918                |
| Other Festival Expenses                            | 0                     | 254                  |
| Cancellation Fees - Messiah                        | <u>0</u>              | <u>1,077</u>         |
| <b>Total Concert Expenses</b>                      | <b>77,592</b>         | <b>44,944</b>        |
| <br><b><u>Other Expenditure</u></b>                |                       |                      |
| Subscriptions paid                                 | 625                   | 690                  |
| Insurance  | 474                   | 462                  |
| General Admin Expenses                             | 764                   | 1,012                |
| Website  | 462                   | 370                  |
| Come & Sing  | 2,475                 | 3,721                |
| Bank Charges                                       | 146                   | 153                  |
| Independent Examiner                               | 690                   | 660                  |
| Marketing Redesign                                 | 0                     | 2,730                |
| Piano move (covered LHMF Trust grant)              | <u>620</u>            | <u>0</u>             |
| <br><b>Total Other Expenses</b>                    | <b>6,256</b>          | <b>9,798</b>         |
| <b>Total Expenditure</b>                           | <b><u>83,848</u></b>  | <b><u>54,742</u></b> |
| <br><b>Net deficit for the Year (Surplus 2022)</b> | <b><u>(5,410)</u></b> | <b><u>17,608</u></b> |



# LEITH HILL MUSICAL FESTIVAL

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### Balance Sheet as at 30 June 2023

|                                       | 2023                  | 2022                 |
|---------------------------------------|-----------------------|----------------------|
|                                       | £                     | £                    |
| Fund Balances Brought forward         | 88,100                | 70,492               |
| <b>(Deficit)/Surplus for the Year</b> | <b><u>(5,410)</u></b> | <b><u>17,608</u></b> |
| <b>Fund Balances Carried forward</b>  | <b><u>82,690</u></b>  | <b><u>88,100</u></b> |
| Represented by:                       |                       |                      |
| <b>Current Assets</b>                 |                       |                      |
| Bank Current Accounts                 | 1,859                 | 7,191                |
| Bank Business Account                 | 29,020                | 30,439               |
| CCLA Deposit Account                  | <u>51,811</u>         | <u>50,470</u>        |
| <b>Total Current Assets</b>           | <b><u>82,690</u></b>  | <b><u>88,100</u></b> |

**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 2023

### 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

|                     | 2023       | 2022         |
|---------------------|------------|--------------|
| Card and Shop Sales | 275        | 500          |
| Singday Raffle      | <u>338</u> | <u>655</u>   |
|                     | <u>613</u> | <u>1,155</u> |

# LEITH HILL MUSICAL FESTIVAL

## Report and Accounts for the Year to 30 June 2023

### 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 30<sup>th</sup> 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  
Cheeld Wheeler & Co  
Chartered Certified Accountants  
Redhill Chambers  
2d High Street  
Redhill  
Surrey  
RH1 1RJ

Date October 2023