



Registered Charity  
Number 275986

**Harpenden Choral Society**

**Annual Report**

**Year Ended 30<sup>th</sup> June 2023**

**Harpenden Choral Society**  
**Annual Report for the year ended 30<sup>th</sup> June 2023**

This Annual Report is presented to the Charity Commission by the Trustees of Harpenden Choral Society in accordance with their obligations under charity law and regulation.

**Reference and Administrative Information**

**Charity name:** Harpenden Choral Society

**Registered charity number:** 275986

**Principal office:** 52 Derwent Road, Harpenden, Herts. AL5 3NX

**Charity's trustees:**

Gillian Mourant, Chair

David Nye, Secretary

Michael Walker, Treasurer

Melanie Gaches, Membership Secretary

Rosemary White, Concert Manager

Sheila Mitchell, Publicity Manager

Judith Mayall, Librarian

Rosemary Russell, Box Office Manager

**Honorary President:** David Ireson

**Structure, Governance and Management**

**Governing document**

Harpenden Choral Society is an unincorporated association, registered with the Charity Commissioners. It is governed by a constitution dated September 2014 (amended March 2020) which was accepted by the Charity Commission on 8<sup>th</sup> November 2014.

**Organisational structure**

The Society's trustees are responsible for the management of the Society. They receive no remuneration or other financial benefit. Expenses reimbursed to the trustees are shown in the accounts, which are appended. The trustees confirm that they have made reference to the guidance of the Charities Commission general guidance on public benefit when reviewing their aims, objectives, and future activities of the society.

The trustees meet regularly and are responsible for all decisions made in relation to the Society's activities. Sub-committees have been set up for publicity and to assist with the selection of the music to be performed by the choir. The sub-committees, some of whose members are not trustees, report back with their recommendations to a full committee meeting of the trustees.

**Recruitment and appointment of new trustees**

New trustees are recruited from the Society's members by the existing trustees.

Consideration is given to personal competence, relevant specialist knowledge and skills, in selecting new trustees, who are elected at the Society's AGM to serve for a period of three years. Trustees are eligible to stand for re-election at the end of each three-year period.

The Society expects its trustees to work effectively together as members of the committee, devote the necessary time and effort, safeguard the good name and values of the Society, and understand the legal duties, liabilities and responsibilities of trusteeship.

## **Harpenden Choral Society**

### **Annual Report for the year ended 30<sup>th</sup> June 2023**

New trustees are given a copy of the relevant job description, a 'Trustee Guide' which outlines their duties as a trustee, and a copy of the Society's constitution.

#### **Objectives and Activities**

##### **Objects and aims**

The objects of the Society are the education of the public in the art and science of choral music by the study, practice and concert performance of choral works and by other activities. The Society intends its activities to contribute to the social and cultural welfare of the community of Harpenden.

The Society achieves its aims through the regular performance of choral music. This is of benefit to the local community and gives people of all persuasions the continuing opportunity to perform, or listen to, choral music in the context of a social gathering.

The Society aims to perform an increasing range of choral music in order for the choir to progress and develop musically. The Society performs choral music of all periods, both sacred and secular, often with the help of professional soloists and instrumentalists.

##### **Achievements and Performance**

The Society's concerts promote singing as a social activity. The trustees and members work to attract new choir members and increase audiences at concerts. Retiring collections are regularly made at the Christmas concert and the proceeds are donated to local charities.

Open Rehearsals are organised in order to aid recruitment; anyone interested in finding out about the choir can come and sing at these events. Members are encouraged to develop their abilities in the choir rehearsals, conducted by the musical director and accompanied by a professional rehearsal pianist.

Workshops, often directed by a professional guest conductor, are held on a regular basis as a further aid to develop the choir's vocal technique and diction. These events are open to non-members in order to encourage wider community participation and attract new members.

The Society gave four concerts during the 2022-23 season, together with a choral workshop, all at Harpenden Methodist Church.

On 19th November 2022 the choir gave a performance of Handel's *Messiah*. The concert featured orchestral accompaniment by The King's Sinfonietta and four professional soloists. This proved to be a highly popular concert, with tickets sold out ahead of the performance.

The choir's ever-popular Christmas Carol Concert was on 20 December. Many well-known carols gave our audience the chance to sing, and the choir performed carols both old and new. A retiring collection for local charity OneYMCA raised £1,000.

A choral workshop ('Come & Sing') was arranged to enable non-members to join the choir in rehearsing and performing Brahms's *Song of Destiny*. The workshop was held on 4th February 2023, and was well attended.

On 18th March 2023 the Society performed Vaughan Williams's cantata *Dona Nobis Pacem*, followed by Fauré's *Requiem* with the King's Sinfonietta, organ, and two professional soloists.

## **Harpenden Choral Society**

### **Annual Report for the year ended 30<sup>th</sup> June 2023**

The final concert of the season was held on 24th June 2023. Two works were performed; Rheinberger's eight-part *Mass in E flat* for double choir, and Brahms's *Schicksalslied (Song of Destiny)*. The choir was accompanied on the organ in the Brahms, whilst the Mass was entirely unaccompanied, as intended by the composer.

This season's concert programmes were challenging and contributed significantly to the vocal development of the choir members.

#### **Financial Review**

##### **Policy on reserves**

Reserves are needed to bridge the intervals between expenditure and income and to cover risks such as unplanned expenditure and fall in income. The Society's main source of income is members' subscriptions; other sources of revenue are variable.

A publicity team strives to maximise concert attendance and receipts by appropriate advertising. The Society is fortunate to have several patrons and a sponsor, the Williams Church Music Trust, which generally makes an annual grant to the choir. Concerts are the main item of expenditure; these can cost up to £7000 per performance while receipts rarely exceed £2500.

The financial risks to the Society are considered in its reserves policy document, which is reviewed annually. The target range for reserves at the end of the 2022/23 financial year was £12,000 to £15,000.

##### **Subscription policy**

The Society's subscription policy reflects the aim of enabling all within the community, whatever their means, to become members of the Society. A reduced subscription, of no more than one third of the full subscription, is offered to under 30s, full-time students and those in receipt of income-related benefits. The trustees take account of the Charity Commission's public benefit guidance when formulating and reviewing subscription policy.

##### **Pricing policy**

The price of admission to the Society's concerts is kept at a low level, even though the gap between receipts and expenditure could be up to £5000 per performance. This assists people on low incomes to attend concerts. A large discount is given for children and students. The trustees take account of the Charity Commission's public benefit guidance when formulating and reviewing pricing policy.

##### **Details of any fund materially in deficit**

The Society has no funds which are materially in deficit.

##### **Statement of financial activities**

The accounts are appended together with the independent examiner's report. They comprise the Receipts & Payments Account, the Statement of Assets & Liabilities, and details of receipts and payments for the concerts given in the 2022-23 season. The accounts show that the Society finished the financial year with a surplus of receipts after payments, of £2999.49. Cash and bank balances totalled £14,874.27 held in unrestricted funds.

Comparable figures are provided for the previous season, which recorded a deficit of receipts after payments of £4382.70

The improvement in the current season is due to increased membership of the choir and the minimising of concert expenditure.

**Harpenden Choral Society**  
**Annual Report for the year ended 30<sup>th</sup> June 2023**

The Society finished the financial year with total assets of £15,020.20, which compares with £11,915.73 at the end of the previous season. Assets are now at the top of the target range set out above in 'Policy on reserves'. The budget for the year, revised on 15 January 2024, indicates that this level of reserves is expected to be preserved during the remainder of the season.

No property is owned by the Society.

**Declaration of Approval**

This Annual Report was approved by the Trustees on 15 January 2024.

Signed on behalf of all the Trustees:

Gillian Mourant  
Chair  
15 January 2024

**HARPENDEN CHORAL SOCIETY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2023**

**Registered Charity Number: 275986**

**HARPENDEN CHORAL SOCIETY  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR YEAR ENDING 30 JUNE 2023**

	<b>2022/23</b>		<b>2021/22</b>	
<b><u>RECEIPTS</u></b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Members' Subscriptions	14612.00		11687.00	
Friends	0.00		40.00	
Patrons	350.00		350.00	
Gift Aid	<u>2706.75</u>		<u>2135.50</u>	
		17668.75		14212.50
<u>Concert receipts (Note 1)</u>		8741.66		3932.78
<u>Other receipts</u>				
Interest received	121.31		1.50	
Donations (Note 2)	881.58		457.14	
Christmas Quiz	478.67		340.00	
Sale of folders	130.00		70.00	
Rehearsal refreshments	363.79		149.00	
Sundry receipts	3.92			
Come & Sing				
receipts	1,235.82			
less payments	<u>1,212.00</u>			
	23.82		68.78	
Williams Trust grant	2000.00		2000.00	
BpH Wealth Management grant			<u>1000.00</u>	
		4003.09		4086.42
<b><u>TOTAL RECEIPTS</u></b>		<b><u>30413.50</u></b>		<b><u>22231.70</u></b>
<b><u>PAYMENTS</u></b>				
Professional fees	8950.00		8220.00	
Rehearsal accommodation	2233.00		1831.50	
Making Music subscription, insurance and Performing Rights fee	496.64		412.00	
Administrative expenses	0.00		70.81	
Publicity	99.80		176.80	
Sundries	223.88		198.88	
Website	237.43		591.87	
Purchase of equipment	<u>144.93</u>			
		12385.68		11501.86
<u>Concert payments (Note 1)</u>		15028.33		15112.54
<b><u>TOTAL PAYMENTS</u></b>		<b><u>27414.01</u></b>		<b><u>26614.40</u></b>
<b><u>NET RECEIPTS / PAYMENTS</u></b>		<b>2999.49</b>		<b>-4382.70</b>
<b>Opening bank balances plus cash</b>		<b>11874.78</b>		<b>16257.48</b>
<b>Closing bank balances plus cash</b>		<b>14874.27</b>		<b>11874.78</b>

**HARPENDEN CHORAL SOCIETY  
STATEMENT OF ASSETS & LIABILITIES AT 30 JUNE 2023**

	<b>2022/23</b>		<b>2021/22</b>	
	£	£	£	£
<b><u>Fixed assets</u></b>				
Piano at cost	1,146.00		1,146.00	
Less aggregate depreciation	<u>1,145.00</u>		<u>1,145.00</u>	
		1.00		1.00
Noticeboard, banner, urn music stand & card reader at cost	956.67		811.74	
Less aggregate depreciation	<u>811.74</u>		<u>771.79</u>	
		144.93		39.95
<b><u>Current assets</u></b>				
Lloyds Bank current account	100.66		669.73	
Lloyds Bank savings accounts	14,532.46		11,011.15	
Cash in hand	<u>241.15</u>		<u>193.90</u>	
		14,874.27		11,874.78
<b>Total Assets</b>		<b><u>15,020.20</u></b>		<b><u>11,915.73</u></b>
<b><u>Unrestricted fund</u></b>				
Brought forward	11,915.73		16,326.03	
Surplus/deficit for the year	<u>3,104.47</u>		<u>- 4,410.30</u>	
		<b><u>15,020.20</u></b>		<b><u>11,915.73</u></b>
 Note				
Cash inflow / outflow for the year		2,999.49	-	4,382.70
Change in value of fixed assets		<u>104.98</u>	-	<u>27.60</u>
Surplus / deficit for the year		<b><u>3,104.47</u></b>	-	<b><u>4,410.30</u></b>

M J Walker  
Treasurer  
July 2023



**HARPENDEN CHORAL SOCIETY**  
**NOTES FORMING AN INTEGRAL PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

1 CONCERTS: Details of concerts given during the year are as follows:

Concert I	Harpenden, 19 November 2022	Handel Messiah
Concert II	Harpenden, 20 December 2022	Carol Concert
Concert III	Harpenden, 18 March 2023	Faure Requiem Vaughan Williams Dona Nobis Pacem
Concert IV	Harpenden, 24 June 2023	Rheinberger Cantus Missae Brahms Song of Destiny

	Concert I	Concert II	Concert III	Concert IV	Total
	£	£	£	£	
<u>Receipts</u>					
Ticket sales	3,399.65	2,123.33	1,775.50	1,443.18	8,741.66
<u>Payments</u>	6,233.53	1,741.25	5,114.73	1,938.82	15,028.33
Net surplus / deficit	- 2,833.88	382.08	- 3,339.23	- 495.64	- 6,286.67

2 Donations

£520 from choir members;

£245.58 via the Easy Fund Raising & Amazon Smile schemes

£116 from supporters



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**HARPENDEN CHORAL SOCIETY**

**On accounts for the year  
ended**

**30 JUNE 2023**

**Charity no  
(if any)**

**275986**

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30 JUNE 2023**

**Responsibilities and  
basis of report**

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").

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.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives 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 in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

**Date:**

**02/08/2023**

**Name:**

**JAMES WARREN GREAVES**

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

**20 EAST COMMON**

**HARPENDEN**

**AL5 1BJ**

**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

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members of**

Charity Name  
**HARPENDEN CHORAL SOCIETY**

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ended**

**30 JUNE 2023**

**Charity no  
(if any)**

**275986**

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**Signed:**

**Date:**

**02/08/2023**

**Name:**

**JAMES WARREN GREAVES**

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

**20 EAST COMMON**

**HARPENDEN**

**AL5 1BJ**

**Section B****Disclosure**

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