



Registered Charity  
Number 275986

**Harpenden Choral Society**

**Annual Report**

**Year Ended 30<sup>th</sup> June 2024**

# **Harpenden Choral Society**

## **Annual Report for the year ended 30<sup>th</sup> June 2024**

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:**

Amanda Evans, 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. A sub-committee assists with the selection of the music to be performed by the choir. The sub-committee, 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 2024**

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 by providing opportunities for people of all persuasions to perform, or listen to, choral music in the context of a social gathering. Additionally, it is recognised that significant benefits accrue to people who have the opportunity to sing in a choir through social interaction and the health benefits of singing as a physical activity.

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, directed by a professional conductor, are held as a further aid to recruitment. 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 2023-24 season, all at Harpenden High Street Methodist Church.

On 18th November 2023 the choir gave a performance of Handel's *Dixit Dominus* and Scarlatti's *St. Cecilia Mass*. The concert featured orchestral accompaniment by The King's Sinfonietta and five professional soloists.

The choir's ever-popular Christmas Carol Concert was held on 19 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 *Open Door* raised £958.38

On 23rd March 2024 the Society performed Haydn's *Nelson Mass* and Duruflé's *Requiem* with the King's Sinfonietta, organ, and four professional soloists.

The final concert of the season was held on 22nd June 2024. This concert featured Onyx Brass, with organist George Castle in a programme of choral music including works by Gabrielli, Brahms and Stanford.

**Harpenden Choral Society**  
**Annual Report for the year ended 30<sup>th</sup> June 2024**

**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.

The choir strives to maximise concert attendance and receipts by appropriate publicity and 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, and vary according to the size and complexity of the repertoire. 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 2023/24 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 30's, 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 under review, with the aim of balancing the need to keep prices low, whilst ensuring that concert costs are adequately funded. A 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, and the Statement of Assets & Liabilities. The accounts show that the Society ended the financial year with a deficit of £1,591.12. Cash and bank balances totalled £13,283.15 held in unrestricted funds.

The Society ended the financial year with total assets of £13,428.08, which compares with £15,020.20 at the end of the previous season. Reserves are within the target range set out above in 'Policy on reserves'. The budget for the following season, revised in December 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 13 January 2025.

**Harpenden Choral Society**  
**Annual Report for the year ended 30<sup>th</sup> June 2024**

Signed on behalf of all the Trustees:

Amanda Evans  
Chair  
13 January 2025

**HARPENDEN CHORAL SOCIETY**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2024**

**Registered Charity Number: 275986**

**HARPENDEN CHORAL SOCIETY  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR YEAR ENDING 30 JUNE 2024**

|   | <b>2023/24</b> |                        | <b>2022/23</b> |                        |
|---|----------------|------------------------|----------------|------------------------|
| <b><u>RECEIPTS</u></b>  | <b>£</b>       | <b>£</b>               | <b>£</b>       | <b>£</b>               |
| Members' Subscriptions  | 15842.00       |                        | 14612.00       |                        |
| Patrons   | 350.00         |                        | 350.00         |                        |
| Gift Aid  | 2816.50        |                        | 2706.75        |                        |
|   |                | 19008.50               |                | 17668.75               |
| <u>Concert receipts (Note 1)</u>                                  |                | 7882.68                |                | 8741.66                |
| <u>Other receipts</u>   |                |                        |                |                        |
| Interest received   | 349.33         |                        | 121.31         |                        |
| Donations (Note 2)  | 579.67         |                        | 881.58         |                        |
| Sponsorship   | 950.00         |                        | 0.00           |                        |
| Christmas Quiz  | 497.76         |                        | 478.67         |                        |
| Sale of folders   | 48.00          |                        | 130.00         |                        |
| Rehearsal refreshments  | 377.00         |                        | 363.79         |                        |
| Sundry receipts   | 0.00           |                        | 3.92           |                        |
| Come & Sing   | 0.00           |                        | 23.82          |                        |
| Williams Trust grant  | 2000.00        |                        | 2000.00        |                        |
|   |                | 4801.76                |                | 4003.09                |
| <b><u>TOTAL RECEIPTS</u></b>                                      |                | <b><u>31692.94</u></b> |                | <b><u>30413.50</u></b> |
| <b><u>PAYMENTS</u></b>  |                |                        |                |                        |
| Professional fees   | 9757.10        |                        | 8950.00        |                        |
| Rehearsal accommodation   | 2495.00        |                        | 2233.00        |                        |
| Making Music subscription, insurance<br>and Performing Rights fee | 667.74         |                        | 496.64         |                        |
| Administrative expenses   | 0.00           |                        | 0.00           |                        |
| Publicity   | 228.60         |                        | 99.80          |                        |
| Sundries  | 205.11         |                        | 223.88         |                        |
| Website   | 203.85         |                        | 237.43         |                        |
| Purchase of equipment   | 0.00           |                        | 144.93         |                        |
|   |                | 13557.40               |                | 12385.68               |
| <u>Concert payments (Note 1)</u>                                  |                | 19726.66               |                | 15028.33               |
| <b><u>TOTAL PAYMENTS</u></b>                                      |                | <b><u>33284.06</u></b> |                | <b><u>27414.01</u></b> |
| <b><u>NET RECEIPTS / PAYMENTS</u></b>                             |                | <b>-1591.12</b>        |                | <b>2999.49</b>         |
| Opening bank balances plus cash                                   |                | 14874.27               |                | 11874.78               |
| Closing bank balances plus cash                                   |                | 13283.15               |                | 14874.27               |

**HARPENDEN CHORAL SOCIETY**  
**STATEMENT OF ASSETS & LIABILITIES AT 30 JUNE 2024**

|   | <b>2023/24</b> |                          | <b>2022/23</b> |                         |
|---|----------------|--------------------------|----------------|-------------------------|
|   | £              | £                        | £              | £                       |
| <b><u>Fixed assets</u></b>                            |                |                          |                |                         |
| Piano   | 1.00           |                          | 1.00           |                         |
| Noticeboard, banner, urn<br>music stand & card reader | 144.93         |                          | 144.93         |                         |
|   |                | 145.93                   |                | 145.93                  |
| <b><u>Current assets</u></b>                          |                |                          |                |                         |
| Lloyds Bank current account                           | 1,098.21       |                          | 100.66         |                         |
| Lloyds Bank savings accounts                          | 11,945.79      |                          | 14,532.46      |                         |
| Cash in hand  | 239.15         |                          | 241.15         |                         |
|   |                | 13,283.15                |                | 14,874.27               |
| <b>Total Assets</b>                                   |                | <b><u>13,429.08</u></b>  |                | <b><u>15,020.20</u></b> |
| <b><u>Unrestricted fund</u></b>                       |                |                          |                |                         |
| Brought forward                                       | 15,020.20      |                          | 11,915.73      |                         |
| Net income for the year                               | - 1,591.12     |                          | 3,104.47       |                         |
|   |                | <b><u>13,429.08</u></b>  |                | <b><u>15,020.20</u></b> |
| <br>Note  |                |                          |                |                         |
| Increase / decrease in cash                           |                | - 1,591.12               |                | 2,999.49                |
| Change in fixed assets                                |                | -                        |                | 104.98                  |
| Surplus / deficit for the year                        |                | <b><u>- 1,591.12</u></b> |                | <b><u>3,104.47</u></b>  |

M J Walker  
Treasurer  
July 2024



**HARPENDEN CHORAL SOCIETY**  
**NOTES FORMING AN INTEGRAL PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2024**

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

|             |                             |  |
|-------------|-----------------------------|--|
| Concert I   | Harpenden, 18 November 2023 | Handel Dixit Dominus<br>Scarlatti St. Cecilia Mass |
| Concert II  | Harpenden, 19 December 2023 | Carol Concert                                      |
| Concert III | Harpenden, 23 March 2024    | Haydn Nelson Mass<br>Durufle Requiem               |
| Concert IV  | Harpenden, 22 June 2024     | Voices & Brass                                     |

|                      | Concert I  | Concert II | Concert III | Concert IV | Total       | Total    |
|----------------------|------------|------------|-------------|------------|-------------|----------|
|                      | £          | £          | £           | £          | 2023-24     | 2022-23  |
| <u>Receipts</u>      |            |            |             |            |             |          |
| Ticket sales         | 2,001.95   | 2,791.31   | 1,581.21    | 1,508.21   | 7,882.68    | 8741.66  |
|                      |            |            |             |            |             |          |
| <u>Concert Costs</u> | 6,446.16   | 2,336.58   | 6,481.53    | 4,462.39   | 19,726.66   | 15028.33 |
| Surplus / Deficit    | - 4,444.21 | 454.73     | - 4,900.32  | - 2,954.18 | - 11,843.98 | -6286.67 |

Donations

£310 from choir members;

£269.67 via Easy Fund Raising



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

HARPONDEN CHORAL SOCIETY

On accounts for the year  
ended

30 JUNE 2024

Charity no  
(if any)

275986

Set out on pages

1 - 2

(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 2024.

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: 15<sup>th</sup> August 2024

Name:

J. W. GREAVES

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

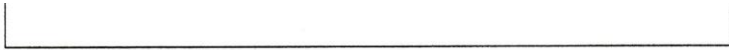
Address:

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**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.**



IER

2

October 2018



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

HARPONDEN CHORAL SOCIETY

On accounts for the year  
ended

30 JUNE 2024

Charity no  
(if any)

275986

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

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basis of report

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examiner's statement

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- 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:

15<sup>th</sup> August 2024

Name:

J. W. GREAVES

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

Address: