

# London Pro Arte Choir



Trustees' report and accounts

Year ended 31 August 2024

Charity number 276361

[www.lpac.org.uk](http://www.lpac.org.uk)

## **Report of the trustees for the year ended 31 August 2024**

The trustees of the London Pro Arte Choir present the annual report and financial statements for the year ended 31 August 2024. The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

### **Objectives and activities for the public benefit**

The objectives of the choir as set out in the constitution are "to educate the public and members of the choir in music by the presentation of concerts and other activities". In addition the choir raises money for charities at concerts. This year we had a retiring collection at our December concert which raised £700 for Noah's Ark Children's Hospice. The choir has had regard to the Charity Commission's guidance on public benefit.

### **Achievements and performance during the year**

The choir promoted four concerts during the year, all at St. Michael's Church, Mill Hill:

8 November 2023	Haydn	The Seasons
9 December 2023	Carols for choir and audience	
16 March 2024	Franck Gounod Fauré	Panis Angelicus St Cecilia Mass Requiem
17 June 2024	Rutter Chilcott Morley Gibbons Vautor Diemer	The sprig of thyme Little jazz mass Now is the month of maying The silver swan Sweet Suffolk owl Three madrigals

We had 37 Thursday evening rehearsals to train members in singing and prepare for concerts. We also had social events to raise funds to support the concerts.

### **Financial review**

In 2023-24 our income was £26,057 (2022-23: £27,090) and our expenditure was £25,117 (2022-23: £27,114) giving a surplus of £940 (2022-23: deficit £24).

The choir's income comes primarily from concert tickets, members' subscriptions, sponsorship and donations from choir members. The size of the choir stayed at around 50 of whom some 40 were active. Concessions are available for members who cannot afford the full subscription or are under 25.

We were grateful for sponsorship of £1500 from the Williams Church Music Trust and £1000 from the John Laing Charitable Foundation.

## **Risk management**

Our principal risk is promoting concerts which make a deficit. We manage this risk by limiting the number of concerts with orchestral accompaniment, budgeting and monitoring our costs closely and seeking sponsorship and other sources of income.

## **Reserves**

We ended the year with reserves of £6,563 (2023: £5,623), which are all unrestricted. The reserves are nearly all in bank deposits and needed to cover concert deficits and ensure we can meet our obligations. Our target reserves are between £5,000 and £10,000.

## **Plans for the future**

We intend to promote a similar pattern of concerts and other activities in 2024-25. We have chosen the musical programme in order to attract audiences and keep costs down. We aim to grow the size of the choir by inviting new singers to join us for Bach's Christmas Oratorio with a corresponding increase in audiences to increase income in order to avoid a deficit. We have already secured £4000 in sponsorship for our concert in November 2024, which is shown as deferred income

## **Structure, governance and management**

The choir is an unincorporated association operating under a constitution which was adopted on 18 January 1996 and amended on 24 February 2005 and 26 January 2006. The choir is governed by the trustees who form the management committee and are elected at the AGM. Casual vacancies are filled by co-option by the committee. All committee members have specific roles and they are supported by other choir members. Induction and training is provided informally as required by other choir members. No choir members receive any remuneration, but any expenses incurred on behalf of the choir are reimbursed.

The overall programme for the year is decided by the committee and Musical Director. The financial plans and detailed arrangements are decided by the committee and the chairman as appropriate. Detailed musical decisions including rehearsals and selection of performers are taken by the Musical Director, in consultation with the committee. The choir has no employees and the Musical Director, accompanist, soloists and orchestral players are all freelance professionals. The fees of the Musical Director and accompanist are reviewed periodically based on CPI and the remuneration of other performers is negotiated based on market rates.

**Charity registration**      **London Pro Arte Choir** number 276361

**Address**

The choir does not have an office but can be contacted via St Michael's Church, Flower Lane, London NW7 2JA or at [info@lpac.org.uk](mailto:info@lpac.org.uk).

**Trustees**

Loretta Cox	Chairman
Shirley Durling	Box office
Keith Ellen	Concert manager
Gill Ellen	Social events
Carole Endersby	Publicity
Catrin Bradley	Minutes secretary
Hadley Hunter	Treasurer
Judy Vicary	Librarian

**Professional musicians**

Tom Winpenny	Musical Director
Martyn Noble	Accompanist (till 16 November 2023)
Phoebe Tak Man Chow	Accompanist (from 23 November 2023)

**Independent examiner**    Will Fyans

**Bankers**                      Metro Bank

**Website**                      [www.lpac.org.uk](http://www.lpac.org.uk)

Approved by the trustees on 8 October 2024



Loretta Cox (Chairman)

# **LONDON PRO ARTE CHOIR ACCOUNTS FOR YEAR ENDED 31 AUGUST 2024**

<b><u>RECEIPTS AND PAYMENTS</u></b>	<b>2023-24</b>	<b>2022-23</b>
<b><u>Receipts</u></b>		
Books	30	43
Donations	3,004	2,707
Friends income	210	225
Gift Aid	2,549	2,720
Music hire income	51	286
Other income	233	-
Produce	255	284
Raffle/tombola	406	551
Rebates	-	18
Refreshments	486	373
Social events	1,401	1,563
Sponsorship	2,500	3,000
Subscriptions	9,280	10,020
Tickets	5,652	5,300
<b>Total receipts</b>	<b>26,057</b>	<b>27,090</b>
<b><u>Payments</u></b>		
Accompanist	4,585	5,045
Charity	700	581
Church/hall hire	3,616	3,508
Conductor	7,310	7,310
Credit card fee	67	94
Drinks	192	180
Food	137	220
Gifts	107	104
Instrument hire/tuning	480	2,520
Insurance	151	99
Licences and memberships	361	263
Miscellaneous costs	73	19
Music costs	328	534
Orchestra	4,235	3,855
Orchestral parts	182	-
Printing and publicity	443	184
Programme printing	85	85
Soloists	1,925	2,400
Website	139	113
<b>Total payments</b>	<b>25,117</b>	<b>27,114</b>
<b>Surplus (Deficit)</b>	<b>940</b>	<b>(24)</b>
 <b><u>BALANCE SHEET</u></b>	 <b>31 Aug 2024</b>	 <b>31 Aug 2023</b>
Cash	10,148	8,865
Stock	188	177
Prepayments	227	-
Deferred income	(4,000)	(3,400)
Creditors	-	(20)
<b>Assets</b>	<b>6,563</b>	<b>5,623</b>
<b>Funds</b>	<b>6,563</b>	<b>5,623</b>

All receipts, payments and funds are unrestricted

*Hadley Hunter*

Approved by the trustees on 8 October 2024  
Hadley Hunter (Treasurer)  
Registered charity 276361



**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**

London Pro Arte Choir

**On accounts for the year  
ended**

31 August 2024

**Charity no  
(if any)**

276361

**Set out on pages**

1-4

**Respective  
responsibilities of trustees  
and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.


**Independent examiner's statement** In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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:**

3 October 2024

**Name:**

Norman William Fyans

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

Certified Accounting Technician

**Address:**

89 Chalet Estate

Hammers Lane

London NW7 4DL

## 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.**

None