

# **NORTHAMPTON BACH CHOIR**

*Registered Charity NO 276390*

## **TRUSTEES' ANNUAL REPORT**

**For the Year 1<sup>st</sup> AUGUST 2019 to 31<sup>st</sup> JULY 2020**

The following information is given in accordance with the Charity Commissioners' 'Accounting by Charities – Statement of Recommended Practice'.

1. The full name of the Charity (the Choir) is 'Northampton Bach Choir'.
2. The Choir is registered with the Charity Commission, its registration number being 276390.
3. The Choir's Honorary President is Sir Peter Ellwood, DL, CBE.
4. The Choir is managed by a General Committee (the Committee), the appointment of whose members is governed by the constitution document.

The following were the Choir's Committee during the year under review:

Chairman (Resigned 14 <sup>th</sup> October 2019)	Timothy Daily
Chairman (14 <sup>th</sup> October 2019 – 9 <sup>th</sup> March 2020)	David Tristram
Chairman (9 <sup>th</sup> March 2020)	Johnny Alms
Secretary	Sheila Moakes
Concerts Manager & Making Music Contact	Mark Gibson
Treasurer	Timothy Daily
Friends Secretary	Judy Ellwood
Membership Secretary	Crawford Craig
Voice Part Rep.	Hilary Spenceley
Fundraising	Maureen Trent
Librarian	Iain Erskine
Health and Safety	Liz Baird (Non Committee Member)

The holders of the first four posts listed above are defined in the constitution as Officers, and they and the other members of the Committee are the Trustees of the Charity and are elected annually at the Annual General Meeting. The Committee can number between 8 and 12. All members retire from office at the end of the AGM following that at which they were elected, but are eligible for re-election, with the exception of the Chairman, who cannot serve in the post for longer than five years at a time. The constitution provides for a number of Choir members to be co-opted to the committee as necessary. All members of the Committee are fully aware of their responsibilities as Trustees of the Charity.

5. The objectives of the Charity are the study and practice of choral music in order to foster the knowledge and appreciation of such music by means of public performance. The Choir was established in 1936 and has a programme of, normally, 3 or 4 concerts each year, the majority of which are held at St Matthew's Church in Northampton. Further information about the Choir's history and current programme is available from any Committee member or on the Choir's website at [www.northamptonbachchoir.org.uk](http://www.northamptonbachchoir.org.uk)

6. The activities undertaken to further the charity's purposes for the public benefit are listed above. The Trustees have had regard to the Charity Commission's guidance on public benefit and believe that the Charity is a public benefit.

7. The Choir's members form the electorate from which the Committee is elected annually. The Choir consists of;

Voice Part	2019-20	2018-19	2017-18
Soprano	35	40	43
Alto	44	45	44
Tenor	15	13	12
Bass	21	21	24
Total	<u>115</u>	<u>119</u>	<u>123</u>

Membership of the Choir is gained by expression of interest and a voice test.

8. Financial Review:

Total income for the year was £44,555 compared to £73,302 in 2019. The Charity made a surplus of £6,119 (2019: surplus of £37,941), increasing total reserves as at 31 July 2020 to £66,806. All reserves held by the Charity are unrestricted.

9. Reserves Policy:

The choir aims to hold cash reserves approximating to 6 months' expenditure which is currently significantly reduced due to the Covid 19 pandemic in order to fund concerts and other events where a proportion of the income only arises close to the event itself. At 31 July 2020 the reserves were £66,806 and 12.18% of the projected estimated annual expenditure is £8,140. This policy will be reviewed annually but will also be kept under continual review by the Charity's Treasurer.

10. The Choir's bankers are:

The Co-operative Bank PLC, Skelmersdale, Lancs. WN8 6WT  
Charities Aid Foundation, Kings Hill, West Malling, Kent ME19 4TA

11. The Choir's Independent Examiner is;

DNG Dove Naish LLP, Eagle House, 28 Billing Road, Northampton NN1 5AJ

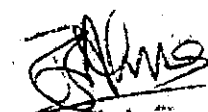
12. The Choir neither owns or leases property and consequently has no registered address.

However correspondence should be sent to, and copies of the Report and Accounts may be obtained from the Secretary, Sheila Moakes, at:

38 Fishers Close, Little Billing, Northampton, NN3 9SR

13. The Treasurer's Report and Accounts which follow should be regarded as part of the Charity's Annual Report.

Signed:

  
Chairman  
16<sup>th</sup> October 2020

  
Treasurer

Date

# **NORTHAMPTON BACH CHOIR**

*Registered Charity No. 276390*

## **Treasurer's Report for the year 01/08/19 – 31/07/20**

This is my third year in the post of Treasurer and although the year started off as planned by March 2020 the world had been overtaken by the Covid 19 virus pandemic and all singing stopped at this time. At the time of writing this report the choir was still not meeting to rehearse and all future concerts are on hold.

### **Concert Account**

#### *Brahms 23<sup>rd</sup> November 2019*

We had budgeted income of £2,300 and the actual was £3,312 so we had a surplus over budget of £1,012. Our budgeted expenditure was £4,488 and the actual was £4,302 a saving over budget of £186. Overall the concert made a deficit of £990 against a planned deficit of £2,188.

#### *Beethoven Missa Solemnis 28<sup>th</sup> March 2020*

This concert was cancelled within two weeks of the concert date due to Covid 19 so ticket income was almost lost entirely however we still incurred most of the concert related expenditure.

We had budgeted income of £2,025 and the actual was £2,157 so we had a surplus over budget of £132. Our budgeted expenditure was £14,550 and the actual was £11,954 a surplus of £2,596 against budget. Overall the concert made a deficit of £9,797 versus a budgeted deficit of £12,525. This result was due to the unexpected savings in concert related expenses connected with the concert cancellation.

Our concert account for 2019/20 was budgeted with a deficit of £15,485 however the deficit was considerably smaller at £11,121 for reasons mentioned above.

### **Administration Account**

Fund raising is an important part of the life of the choir so the Committee remains open to any new suggestions on how we can raise money for choir funds

We are as ever grateful to the various members of the Choir who have raised various funds this year however special thanks have to be made to Jennie Woods who made the John Rutter Come and Sing Day the huge success it was. Thank you all.

### **Other Income & Expenditure**

Income and expenditure have broadly been set off against each other with the exception of the Thank You Gifts.

### **Statement of Financial Activities (SOFA)**

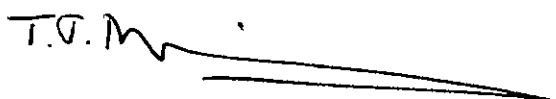
I am again pleased to report that overall the choir made a surplus of £6,119 in the 2019-20 financial year the fourth year in a row we have made a surplus. Our reserves remain healthy at £66,806.

The £12,000 with Shawbrook Bank is held in a CAF 90 day notice account to give us some return on this capital whilst retaining reasonable access for reserves purposes. We have a further £32,448 on deposit with Shawbrook bank which is held in a 12 month fixed rate CAF account giving us a good rate of return over a 12 months period whilst capital secure with a further £12,364 held in a CAF Gold Account which is also capital secure and gives us a modest return.

As I write this report we remain in the middle of the Covid 19 pandemic with no certainty of when we can return to physical rehearsing and when we might be able to resume our concert program. We are in a fortunate position to have choir members who continue to support as financially through donations for which I am grateful and we also have good levels of reserves which will enable us to "weather the storm" as they say.

However long it takes to overcome this pandemic I am very confident that when it is all over the Northampton Bach Choir will return to the concert stage in large numbers giving the quality concerts we are known for.

Finally, I would like to thank all my fellow Committee members for their support and friendship during the year. Again I would also like to express my thanks to our Musical Director, Lee Dunleavy, who makes a massive contribution to the life of our choir and does so much for us behind the scenes. Thank you all.

A handwritten signature in black ink, appearing to read 'T.J. Daily', followed by a long, horizontal, slightly wavy line that extends to the right.

Timothy J. Daily  
16<sup>th</sup> October 2020

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## STATEMENT OF FINANCIAL ACTIVITIES 01/08/19- 31/07/20

	2019-20	2018-19
	£	£
<b>Income from Charitable Activities</b>		
Concerts Account (see page 2)	5,469	8,321
Administration Account (see page 3)	25,480	55,518
Fundraising Account (see page 3)	11,467	3,848
Other Income (see page 4)	<u>2,139</u>	<u>5,615</u>
<b>Total</b>	<b>44,555</b>	<b>73,302</b>
<b>Expenditure on Charitable Activities</b>		
Concerts Account (see page 2)	16,590	14,577
Administration Account (see page 3)	16,220	13,896
Fundraising Account (see page 3)	3,628	1,041
Other Expenditure (see page 4)	<u>1,998</u>	<u>5,847</u>
<b>Total</b>	<b>38,436</b>	<b>35,361</b>
<b>Surplus/Deficit</b>	<b>6,119</b>	<b>37,941</b>

All income and expenditure relates to unrestricted funds.

## BALANCE SHEET AS AT 31/07/20

	31/07/20	31/07/19
	£	£
<b>Current Assets</b>		
Co-operative Bank PLC Community a/c	6,050	7,723
Co-operative Bank PLC Community No.2 a/c	4,392	2,289
CAF Gold a/c	12,364	3,963
Shawbrook Bank 90 day notice	12,000	12,000
Shawbrook Bank 1 Year Fixed Rate	32,448	32,000
Petty cash	0	162
Debtors & Prepayments (see page 4)	<u>56</u>	<u>3,690</u>
<b>Total</b>	<b>67,310</b>	<b>61,827</b>
<b>Current Liabilities</b>		
Creditors & Accruals (see page 4)	<u>504</u>	<u>1,140</u>
<b>Total</b>	<b>504</b>	<b>1,140</b>
<b>Net Current Assets</b>	<b><u>66,806</u></b>	<b><u>60,687</u></b>
<b>Represented by:</b>		
Balances b/fwd	60,687	22,746
Surplus for year	6,119	37,941
<b>Balance c/fwd</b>	<b><u>66,806</u></b>	<b><u>60,687</u></b>

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## CONCERTS ACCOUNTS 01/08/19 - 31/07/20

	Beethoven	Bruckner	Total	2018-19
	Missa	27/06/2020 -		
Brahms	Solemnis	CANCELLED		
23/11/19	28/3/20 -			
	CANCELLED			

INCOME	£	£	£	£
Tickets	2,800	157	-	2,957
Refreshments	225	-	-	225
	<u>3,025</u>	<u>157</u>	<u>-</u>	<u>3,182</u>
Programme Sales	287	-	-	287
Grants/Sponsorship	-	2,000	-	2,000
Legacy	-	-	-	-
	<u>3,312</u>	<u>2,157</u>	<u>0</u>	<u>5,469</u>
<b>Total</b>				<b>8,321</b>

EXPENDITURE	£	£	£	£
Advertising/publicity	35	-	-	35
Catering	-	-	-	-
Director/Conductor	600	600	-	1,200
Hire of Staging	1,050	-	-	1,050
Hire of Venue	984	-	-	984
Instrument/ Music Hire/ Music Purchase	-	176	334	510
Lighting	96	-	-	96
Miscellaneous	-	-	-	-
Orchestra inc travel	-	8,850	-	8,850
Organist/Accompanist/Musicians	350	-	-	350
Posters/Leaflets/Photography	15	-	-	15
Printing	144	183	-	327
Programmes	150	200	-	350
Soloists/Artists inc travel	850	1,791	-	2,641
Tickets	28	154	-	182
Refreshments	-	-	-	-
	<u>4,302</u>	<u>11,954</u>	<u>334</u>	<u>16,590</u>
<b>Total</b>				<b>14,577</b>
<b>Deficit</b>	<u>(990)</u>	<u>(9,797)</u>	<u>(334)</u>	<u>(6,256)</u>

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## ADMINISTRATION ACCOUNT 01/08/19 - 31/07/20

	£	2018-19 £
<b>INCOME</b>		
Deposit interest	551	102
Donations / Legacies	765	35,793
Music Account	1,991	1,019
Subscriptions - Choir	16,551	17,269
Subscriptions - Friends	1,340	1,335
Tax rebate on Gift Aid	4,282	-
<b>Total</b>	<b>25,480</b>	<b>55,518</b>
<b>EXPENDITURE</b>		
Accompanist	3,045	2,640
Advertising/publicity	156	
Credit Card Machine	586	607
Donations		
Independent Examination fee	504	504
Insurance	497	497
Library		
Miscellaneous	234	41
Music Director/Conductor/Teacher	6,454	5,312
Music Account Purchase/ Hire	1,416	666
Printing	6	198
Postage	392	
Rehearsal Room Hire	2,507	2,545
PRS	-	463
Website	423	423
<b>Total</b>	<b>16,220</b>	<b>13,896</b>
<b>Surplus</b>	<b>9,260</b>	<b>41,622</b>

## FUNDRAISING ACCOUNT 01/08/19 - 31/07/20

	£	£
<b>INCOME</b>		
100 club	270	555
Burns Night	-	1,870
Cake Stall	283	211
Christmas Quiz	-	-
Come & Sing - Rutter - 21/9/2020	9,096	180
Cook Book	685	
Easyfundraising	138	270
Plant Sale	82	155
Planter Raffle	200	48
Quiz Evening	435	192
Unwanted Chrstams Gifts Staff	135	
Plum Sales	-	11
Waitrose Green Buttons	-	203
Venice DVD	-	-
Xmas Cake Raffle	143	153
<b>Total</b>	<b>11,467</b>	<b>3,848</b>
<b>EXPENDITURE</b>		
100 club prizes	-	200
Come and Sing Day - Rutter - 21/9/2020	2,874	499
Burns Night	-	283
Cook Book	682	
Lottery Licence	20	20
Quiz Night	52	39
<b>Total</b>	<b>3,628</b>	<b>1,041</b>
<b>Surplus</b>	<b>7,839</b>	<b>2,807</b>

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## OTHER INCOME 01/08/19 - 31/07/20

	£	2018-19 £
CD Sales	142	64
Choral Evensong 6th Jan 2020	1,646	-
14 March Oxford Bach Choir Concert (CXLD)	351	-
Winchester Evensong Receipts	-	1,790
Westminster Abbey Evensong	-	1,341
Peterborough Choral Evensong	-	-
LL Evensong 25-Oct-2018	-	400
R.P.O. fees	-	750
Heroes For Peace	-	1,000
Netherlands Trip	-	186
Misc	-	84
<b>Total</b>	<b>2,139</b>	<b>5,615</b>

## OTHER EXPENDITURE 01/08/19 - 31/07/20

	£	£
Choral Evensong 6th Jan 2020	1,270	-
14th March Oxford Bach Choir Concert (CXLD)	388	-
Winchester Evensong Expenses	-	1,576
Westminster Abbey Evensong	-	1,515
LL Evensong 25-Oct-2018	-	400
RPO costs Demgate	-	80
Heroes For Peace	-	1,050
ETO St John Passion - 3-May-2020	-	1,001
Christmas Buffet for Choir	-	225
Thankyou Gifts	340	-
<b>Total</b>	<b>1,998</b>	<b>5,847</b>

## DEBTORS AND PREPAYMENTS AT 31/7/20

	£	£
HMRC (Gift Aid)	-	3,500
Cheques not cleared through account	56	34
Prepayments	-	156
<b>Total</b>	<b>56</b>	<b>3,690</b>

## CREDITORS AND ACCRUALS AT 31/7/20

	£	£
Independent Examiner	504	504
Payments made via Bank not cleared	-	636
<b>Total</b>	<b>504</b>	<b>1,140</b>



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## NOTES TO THE FINANCIAL STATEMENTS

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements have been prepared under the historical cost convention.

The Charity is an unincorporated charity registered in England and Wales. The presentational currency of the Financial Statements is pounds sterling (£).

Income is included as it is received and expenditure is included as it is incurred.

The Charity is under the control of its Trustees, and is dependant for its existence as a going concern on the continuing support of its members both financially and in providing the vocal content of its concerts.

The amounts described in these accounts all fall within the description of 'Unrestricted' funds.

Financial instruments - cash and cash equivalents in the balance sheet comprise cash at banks and in hand and short term deposits with an original maturity date of three months or less.

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the statement of comprehensive income under administrative expenses.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

No Trustees have been paid any remuneration or expenses except direct re-imbusement for expenditure incurred on the Choir's behalf and with its authority.

There were no related party transactions in the current or previous year.

Chairman

Date 16th October 2020

Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
NORTHAMPTON BACH CHOIR**

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I report to the charity trustees on my examination of the accounts for the year ended 31 July 2020 which are set out on pages one to five, and on the Trustees' Annual Report for the year.

**Responsibilities and basis of report**

As the charity's 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 carried out under section 145 of the Act and in carrying out my examination I have followed all 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 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. the accounts do not accord with those records; or
3. the 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 any 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.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our independent examination work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our independent examination work, for this report, or for the opinions we have formed.



Nicola Fox ACA  
DNG Dove Naish LLP  
Eagle House  
28 Billing Road  
Northampton  
Northamptonshire  
NN1 5AJ

Date: 19 October 2020