

GUILDFORD CHORAL SOCIETY

Registered Charity No. 280533

ACCOUNTS

FOR THE YEAR ENDED

30 APRIL 2020

GUILDFORD CHORAL SOCIETY

LEGAL AND ADMINISTRATIVE INFORMATION - YEAR ENDED 30 APRIL 2020

Trustees

Derek Lake	Chairman
Katherine Thompson	Hon. Secretary
Sarah Winterbotham	Hon. Treasurer
Geoffrey Barham	Concert Venue Manager
Elizabeth Heanley	Social Secretary
Robin Pass	Box Office Manager
Lesley Pratt	Rehearsal Secretary
Natalie Thurley	IT Manager
Keith Torbet	Concert Manager
Marissa Truglio (co-opted 30 January 2020)	Publicity Manager
Philip Tudor	Librarian
Isobel Venner	Programme Editor
Marilyn Vincent	Patrons Secretary
Catherine Wands	Membership Secretary

Trustees resigning since 1 May 2019

Charlotte Beck (resigned 20 June 2019)	Publicity Manager
--	-------------------

Principal Office

c/o K Thompson
14 Orchard Road
Guildford
Surrey
GU2 7QY

Bankers

Barclays Bank plc
Leicester
LE87 2BB

Website

www.guildfordchoral.org

Independent Examiner

Nigel Scott MBA PgDip
mastering charity management
55 Manygate Lane
Shepperton
TW17 9EJ

GUILDFORD CHORAL SOCIETY

TRUSTEES' REPORT

YEAR ENDED 30 APRIL 2020

The trustees present the annual report and the accounts of Guildford Choral Society for the year ended 30 April 2020. The accounts have been prepared in accordance with the accounting policies set out on page 8 and comply with the charity's constitution, the Charities Act 2011 and 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 published on 16 July 2014.

Constitution and objects

Guildford Choral Society ("the Society") was founded in 1839 and is constituted under its Constitution and Rules (as amended from time to time) and is a registered charity no. 280533. The Constitution can be amended by a Special General Meeting of the Members of the Society.

The objects of the Society have continued to be to promote the advancement and improvement of general education in relation to all aspects of the art of choral music and the development of the public appreciation of such art, principally by the participation of its members in the performance of choral concerts.

The trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Organisation

The trustees who have served during the year and since the year end are set out on page 1. Trustees are elected for the following year at each Annual General Meeting of members of the Society. All trustees are committee members, and the committee meets at least twice a year. The income and expenditure relating to the promotion of concerts and to other activities is set out on page 6.

Financial and operating review

The Society presented three concerts during the year. Concert income generated during the year amounted to £42,374, including grants totalling £15,000 for concerts held in the previous year, and concert costs totalled £33,861. Other income including member subscriptions totalled £49,519 and other costs including rehearsal costs totalled £18,396, resulting in a profit for the year of £39,636.

Our summer concert in June 2019 was "The Sacred Flame" in Holy Trinity Church. The central work was Mack Wilberg's Tres Cantus Laudendi, and we also performed a selection of shorter works by various composers. We were joined by soprano soloist Susanna MacRae and accompanied by the Southern Pro Musica Brass.

In November 2019 we performed Mozart's Mass in C minor and Jonathan Willcocks' Lux Perpetua in Guildford Cathedral, accompanied by Southern Pro Musica. Our soloists were Charlotte Bowden, Jessica Cale, Ted Black and James Atkinson, all of whom were supported by the Josephine Baker Trust.

On 21 December 2019 we gave a concert of Festive Family Carols in G Live. We were joined by Southern Pro Musica Brass, the Lanesborough Christmas Choir and soprano soloist Alexandra Stevenson.

GUILDFORD CHORAL SOCIETY

TRUSTEES' REPORT (continued)

YEAR ENDED 30 APRIL 2020

In March 2020 we had planned to perform Elgar's The Apostles in G Live. Unfortunately the concert had to be cancelled due to the Covid-19 pandemic.

We continued to receive valued financial support from our Patrons. In addition, generous one-off donations were received from several members of the Society. The main fundraising events this year were a Desert Island Discs evening in October 2019 and a Singing Day in February 2020.

The Society continues to enjoy support from a separate charity, The Friends of Guildford Choral Society. During the year grants totalling £20,000 for specific concerts were received from the Friends. £5,000 was granted for Belshazzar's Feast and £10,000 for the War Requiem, both performed in the previous financial year, and £5,000 for The Apostles concert which was subsequently cancelled. The Apostles grant income has been deferred until the concert can be rescheduled.

Future plans

Due to the Covid-19 pandemic, rehearsals for the summer term have been cancelled, as has the final concert of the season which was scheduled for June 2020. The Society hopes to resume rehearsals in September and has rescheduled The Apostles concert for October. However, this will depend on the Government's social distancing guidelines at that time, which are not yet known.

Reserves policy

It is the policy of the Society to maintain unrestricted funds, which are free reserves of the charity (excluding listed investments), at a level which equates with approximately 12 months' net expenditure. In this context, net expenditure means budgeted annual rehearsal costs and administrative expenses, together with anticipated finance required for the concerts to which the Society is committed for the coming year. This provides sufficient funds to cover management and administration and support costs and to be able to commit to the planned programme of concerts for the next 2 - 3 years.

Reserves at 30 April 2020 totalled £105,047. The trustees consider that reserves of £39,542 are required for the coming year.

Risk management

The trustees have examined the major strategic, business and operational risks which the Society faces and are satisfied that systems have been established to address the identified risks.

Public Benefit

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. As confirmed by the information contained in this report, the maintenance of a comprehensive website and in other ways, the trustees actively seek to demonstrate, on a continuing basis, that the aims of the charity are carried out for the public benefit.

GUILDFORD CHORAL SOCIETY

TRUSTEES' REPORT (continued)

YEAR ENDED 30 APRIL 2020

Trustees' responsibilities in relation to the accounts

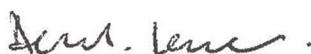
Law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Society, which enable the trustees to ascertain the financial position of the Society and to ensure that the accounts comply with the Charities legislation. 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.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees



.....
Derek Lake
Chairman

Date: 29 June 2020

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GUILDFORD CHORAL SOCIETY**

I report to the trustees on my examination of the accounts of the Guildford Choral Society (the Society) for the year ended 30 April 2020.

Responsibilities and basis of report

As the charity trustees of the Society 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 Society's accounts carried out under section 145 of the 2011 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 Society 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.

Nigel Scott MBA PgDip
mastering charity management
55 Manygate Lane
Shepperton
TW17 9EJ

20 June 2020

GUILDFORD CHORAL SOCIETY**STATEMENT OF FINANCIAL ACTIVITIES for the year ended 30 April 2020**

	Concerts	Other	Total	Total
	£	Activities	2020	2019
	£	£	£	£
Incoming resources				
Concert tickets	23,863	-	23,863	43,846
Programme sales and advertising	1,988	-	1,988	3,303
Sponsors and grants	15,600	-	15,600	150
Patrons and other donations	-	9,440	9,440	3,970
Fundraising	-	4,378	4,378	2,637
Investment income	-	239	239	329
Members' subscriptions	-	26,170	26,170	24,875
Tax recoverable under gift aid	-	6,787	6,787	5,263
Other income	923	2,505	3,428	4,504
	42,374	49,519	91,893	88,877
Resources expended				
Charitable Expenditure:				
Orchestras	11,174	-	11,174	63,972
Soloists and conductors	6,185	-	6,185	11,380
Concert halls	6,225	-	6,225	7,620
Publicity	2,885	78	2,963	3,127
Programme printing	1,339	-	1,339	2,064
Other concert costs	6,053	-	6,053	11,414
Rehearsals	-	16,488	16,488	18,526
	33,861	16,566	50,427	118,103
Management and administration	-	1,830	1,830	2,691
	33,861	18,396	52,257	120,794
Net incoming/(outgoing) expenditure before investment losses	8,513	31,123	39,636	(31,917)
Net losses on investments			-	-
NET MOVEMENT IN FUNDS			39,636	(31,917)
Total funds brought forward			65,411	97,328
Total funds carried forward			105,047	65,411

All the Society's resources and activities are considered to be associated with unrestricted funds, with the exception of grants of £15,600 (2019: £150) received for specific concerts and allocated to the costs of those concerts.

There were no restricted funds at the year end (2019: none).

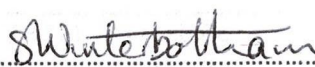
GUILDFORD CHORAL SOCIETY
BALANCE SHEET as at 30 April 2020

	Notes	Restricted Funds 2020 £	Unrestricted Funds 2020 £	Total 2020 £	Unrestricted Funds 2019 £
Current Assets					
Cash at bank		5,000	100,390	105,390	64,696
Debtors, prepayments and accrued income	5	-	6,165	6,165	2,308
Total current assets		5,000	106,555	111,555	67,004
Creditors - amounts falling due within one year					
Accruals and deferred income	6	(5,000)	(1,508)	(6,508)	(1,593)
Total assets less current liabilities		-	105,047	105,047	65,411
Funds					
Balance brought forward		-	65,411	65,411	97,328
Net movement in resources in the year		-	39,636	39,636	(31,917)
Balance carried forward		-	105,047	105,047	65,411

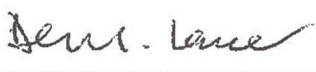
Basis of preparation

These accounts have been prepared under the historic cost convention on an accruals basis and are based on the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 insofar as it applies to the accounts of unincorporated charities with up to £250,000 annual income, and the Charities Act 2011.

Signed on behalf of the trustees


 Sarah Winterbotham
 Hon. Treasurer

Date: 29/6/20


 Derek Lake
 Chairman

Date: 29 June 2020

GUILDFORD CHORAL SOCIETY

NOTES TO THE ACCOUNTS for the year ended 30 April 2020

1. Basis of preparation

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011.

Going concern

The trustees have no reason to consider that the society is not a going concern.

2. Accounting policies

Income

Income is included in the Statement of Financial Activities (SoFA) when:

- we become entitled to the resources;
- it is more likely than not that we will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources are accounted for on an accruals basis and consist of the total income receivable during the year. This comprises concert income, sponsorship and grants, fundraising, donations received from patrons and others, and investment income receivable, together with gift aid tax recoveries.

Expenditure & liabilities

Expenditure is included on an accruals basis.

3. Net movement in funds

Unrestricted funds are those accumulated surpluses and deficits which are available for use at the discretion of the trustees in furtherance of the Society's general charitable objectives (and may include designated funds).

Restricted funds are those subject to specific trusts, to be directed to a specified purpose, in some cases with a requirement for the assets to be invested and retained for actual use (an endowment fund) without being expended.

GUILDFORD CHORAL SOCIETY**NOTES TO THE ACCOUNTS for the year ended 30 April 2020****4. Related party transactions****Remuneration and benefits**

None of the trustees of the Society were paid any remuneration or received any other benefits during the year.

No remuneration has been paid to the independent examiner.

Trustee expenses

Trustees are reimbursed for out-of-pocket expenses where the trustee acts as an agent for the Society. No trustee has claimed for travel, subsistence or similar costs incurred in carrying out their duties.

Related parties

The Society purchases flower bouquets from Outside In, a floral decorating business based in Milford, Surrey which is owned and managed by one of the trustees. Purchases during the year totalled £278 (2019: £328) and related to flowers presented to concert soloists and conductors, and a retirement gift for another trustee. In addition, Outside In paid £120 (2019: £120) to the Society for advertisements in concert programmes.

During the year the Society purchased branded clothing for sale to members from GTV Sports, a business owned and managed by members of a trustee's family. Purchases during the year totalled £296 (2019: nil).

5. Debtors, prepayments and accrued income

	2020	2019
	£	£
Debtors		
Library monies held by trustee	142	-
Prepayments		
Hall hire charges for future concerts	5,259	1,545
Music hire charges for future concert	373	-
Hall hire deposits for fundraising events	-	308
Other	391	291
Accrued income		
Fundraising	-	164
	<u>6,165</u>	<u>2,308</u>

GUILDFORD CHORAL SOCIETY**NOTES TO THE ACCOUNTS for the year ended 30 April 2020****6. Accruals and deferred income**

	2020	2019
	£	£
Accruals		
Music staff	-	710
Rehearsal venue	75	500
Other accruals	43	188
Deferred income		
Net library receipts for future concerts	1,390	66
Fundraising	-	129
Grant for future concert (restricted funds)	5,000	-
	6,508	1,593

GUILDFORD CHORAL SOCIETY
SUPPLEMENTARY INFORMATION

relating to the accounts for the year ended 30 April 2020

A CONCERT RESULTS	June 2019		November 2019		December 2019		March 2020		Total 2020		Total 2019	
	Sacred Flame	£	Mozart	£	Christmas	£	Apostles	£	Other	£	£	£
Tickets including booking fees	4,537		6,368		12,958		-			23,863		43,846
Programme sales and advertising	495		536		957		-			1,988		3,303
Sponsors and contributors	-		600		-		-		15,000	15,600		150
Other concert income	465		304		154		-			923		4,504
Orchestra	(2,551)		(6,818)		(1,805)		-			(11,174)		(63,972)
Soloists and conductor	(1,745)		(2,720)		(1,720)		-			(6,185)		(11,380)
Hall hire	(445)		(1,100)		(4,680)		-			(6,225)		(7,620)
Publicity	(633)		(628)		(587)		(1,037)			(2,885)		(3,039)
Programmes	(441)		(441)		(457)		-			(1,339)		(2,064)
Other concert costs	(508)		(2,024)		(3,484)		(37)			(6,053)		(11,414)
Net profit/(loss)	(826)		(5,923)		1,336		(1,074)		15,000	8,513		(47,686)

"Other" concerts represents grants received from The Friends of Guildford Choral Society relating to concerts performed in the previous financial year. £5,000 was received for Belshazzar's Feast, performed in June 2018 and £10,000 for the War Requiem, performed in November 2018.

The Apostles concert in March was cancelled due to the Covid-19 pandemic.

GUILDFORD CHORAL SOCIETY
SUPPLEMENTARY INFORMATION

relating to the accounts for the year ended 30 April 2020

B SPONSORS AND GRANTS	2020	2019
	£	£
The Friends of Guildford Choral Society	15,000	-
Josephine Baker Trust	600	150
	<u>15,600</u>	<u>150</u>
Related to specific concerts (see note A)	<u>(15,600)</u>	<u>(150)</u>
General funding	<u>-</u>	<u>-</u>
C DAY TO DAY RUNNING	2020	2019
	£	£
Members' subscriptions	26,170	24,875
Tax recoverable under gift aid	6,787	5,263
Rehearsal costs	(16,488)	(18,526)
Administration	(1,830)	(2,691)
General publicity	(78)	(88)
	<u>14,561</u>	<u>8,833</u>

Administration costs in 2019 include a donation of £1,000 to NewSPAL, a charitable trust set up to maintain and develop the Surrey Performing Arts Library collection.

D FUNDRAISING	2020	2019
	£	£
Events:		
Singing Day	1,937	(50)
Desert Island Discs	1,193	-
Ceilidh	-	1,032
Quiz night	-	632
Refreshments	480	590
Sale / hire of music	430	102
Other	338	331
	<u>4,378</u>	<u>2,637</u>