



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Royal Tunbridge Wells Symphony Orchestra

No (if any)  
295781

CC16a

## Receipts and payments accounts

For the period from	Period start date 1st May 2023	To	Period end date 30th April 2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grant from Friends of the Orchestra	10,000			10,000	15,000
Special Centenary Grant from Friends	-			-	
Donations	2,592	1,148		3,740	2,546
Patrons	12,350			12,350	11,250
Playing members subs	4,290			4,290	4,000
Fundraising (+Gift Aid via Justgiving)	1,854			1,854	4,620
Gift Aid	3,568			3,568	2,076
Advertising revenue	750			750	750
Advance season ticket sales	26,781	-	-	26,781	26,294
Other ticket sales	666	-	-	666	25
Box office sales	49,825	-	-	49,825	47,202
Sponsorship incl programmes	1,000	-	-	1,000	3,500
Bank interest	631	-	-	631	134
Orchestra Tax Relief via RTWSOPL	34,721	-	-	34,721	26,432
		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>149,028</b>	<b>1,148</b>	<b>-</b>	<b>150,176</b>	<b>143,829</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>149,028</b>	<b>1,148</b>	<b>-</b>	<b>150,176</b>	<b>143,829</b>
<b>A3 Payments</b>					
Fees:conductors, players via RTWSOPL	83,736	-	-	83,736	82,406
Special events (centenary, new MD etc	4,750			4,750	11,900
Printing of programmes	1,385	-	-	1,385	1,427
Music hire via RTWSOPL	2,689	-	-	2,689	3,373
Venue hire via RTWSOPL	24,921	-	-	24,921	28,325
Marketing	4,050	-	-	4,050	4,937
PRS	866	-	-	866	2,814
Advertisements	1,773	-	-	1,773	1,691
Misc Direct Costs including education	2,187	1,600	-	3,787	1,674
Admin	3,099			3,099	2,953
	-	-	-	-	-
<b>Sub total</b>	<b>129,456</b>	<b>1,600</b>	<b>-</b>	<b>131,056</b>	<b>141,499</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>129,456</b>	<b>1,600</b>	<b>-</b>	<b>131,056</b>	<b>141,499</b>
<b>Net of receipts/(payments)</b>	<b>19,572</b>	<b>- 452</b>	<b>-</b>	<b>19,120</b>	<b>2,330</b>
<b>A5 Transfers between funds</b>			-	-	-
<b>A6 Cash funds last year end</b>	<b>19,302</b>	<b>2,856</b>	<b>-</b>	<b>22,158</b>	<b>19,827</b>
<b>Cash funds this year end</b>	<b>38,874</b>	<b>2,404</b>	<b>-</b>	<b>41,278</b>	<b>22,157</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Current Account	1,208	-	-
	Bank Deposit Account	37,666	2,404	-
	Bank Current Account		-	-
	<b>Total cash funds</b>	<b>38,874</b>	<b>2,404</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Trustees' Annual Report for the period							
From	Period start date			To	Period end date		
	Day 1st	Month May	Year 2023		Day 30th	Month April	Year 2024

2018

## Section A Reference and administration details

Charity name ROYAL TUNBRIDGE WELLS SYMPHONY ORCHESTRA

Other names charity is known by RTWSO

Registered charity number (if any) 295781

Charity's principal address

11A High Street	
Pembury	
Tunbridge Wells, Kent	
Postcode	TN2 4PH

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ms Frances Armstrong	Chairman		
2	Mr Andrew Muir	Deputy Chairman		
3	Mrs Gale Smith	Minutes Secretary		
4	Mrs Alexandra Dicken-Woollard	Treasurer		
5	Mrs Anne Parker	Orchestra Manager and Gen. Secretary		
6	Mrs Libby Summers	Librarian		
7	Mrs Zoe Hayward	News Editor		
8				
9				
10				
11				
12				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

### Name of chief executive or names of senior staff members (Optional information)

None
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## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Constitution adopted at an AGM on 4<sup>th</sup> July 2014.

How the charity is constituted  
(eg. trust, association, company)

The charity comprises Honorary Officers, Annual Subscribers and Playing Members. Seven Trustees manage its affairs, retire annually but may be re-elected. New Trustees are inducted and trained by existing Trustees.

Trustee selection methods  
(eg. appointed by, elected by)

Trustees are appointed by the members at a duly constituted General Meeting

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity is a member of Making Music, the UK's membership organisation for leisure-time music, and has used their general guidance in such matters as arranging insurance and risk management.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The Charity exists to promote the musical education of the inhabitants of Royal Tunbridge Wells and the surrounding area, through the study and practice of orchestral music, in order to foster public knowledge and appreciation of such music by means of public performance.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Charity put on its regular season of six orchestral concerts in Tunbridge Wells, plus an additional concert with its Honorary President, Nicola Benedetti, in a neighbouring school in Sevenoaks. Two further chamber concerts were performed during the summer at no charge, one of them introducing classical guitar pieces to our members.

Our Education Outreach programme was extended to the secondary school sector again this year, with a brass masterclass held at a Tunbridge Wells grammar school. Secondary schools from around the area sent participants and audience to the masterclass, with 30 young brass players attending in total.

The Charity's Education Officer was once again able to work with three local primary schools, who together formed a massed band to perform an arrangement written especially for them, based on a piece to be performed by the orchestra. Many then attended the orchestra performance with their families. In addition, school children and students of all ages were able to attend any of our classical concerts for a flat £5 ticket fee, regardless of the regular seat price.

We continue to maintain community pages on social media, encouraging and enabling fellow music charities from across the area to publicise their concerts and other activities via our website and social media accounts.

Our Trustees have remained mindful of Charity Commission guidance on what constitutes public benefit, and have continued to seek ways to widen access to orchestral and classical music in the Tunbridge Wells area, in line with the Charity's core objectives.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All our Trustees and player members are volunteers, some acting in a professional capacity – for example, negotiation with soloists of performance contracts, or placing advertising in local media.

In addition to the player members, the orchestra also contracts professional players on a concert-by-concert basis to make up the full symphony orchestra as required for the programme chosen.

Three Trustees also serve as directors of RTWSO Productions Ltd, a company established in 2018 to administer production expenses.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The orchestra performed its regular series of 6 concerts from October through to April, with a renowned soloist performing at each concert. The number of tickets sold was the highest achieved since Covid.

In addition, we were delighted to put on a seventh concert in January 2024 with our Honorary President, Nicola Benedetti. This took place at nearby Sevenoaks School, as our regular venue in Tunbridge Wells was unavailable in January, and the orchestra and audience were delighted to hear Nicola play with us.

After many successful years with the orchestra, our Music Director and regular conductor Roderick Dunk announced his plan to move on after the 2024-2025 season. He kindly helped the orchestra to design a fair and comprehensive process to recruit his replacement, and applications were invited. The final short-list of candidates was invited to workshops with the orchestra in May 2024. After input from all involved, three candidates have been booked to conduct the orchestra in one of our 2024-25 season concerts, and it is hoped that one of them will accept an appointment to become our new Music Director thereafter. The Friends of the Royal Tunbridge Wells Symphony Orchestra kindly gave us a grant to cover the costs of this process,

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity holds sufficient reserves to pay expenses anticipated ahead of the following season's ticket sales.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our principal sources of funds are revenue from ticket sales and donations from Friends, patrons and other supporters. We also benefit from Orchestra Tax Relief and were pleased to note that the government announced in March that this will continue at 45% from 2025 for the foreseeable future.

Ticket sales this year again increased slightly over the previous season, both seasons including 7 symphony orchestra concerts.

We have ended the year with cash funds at a higher level than usual, reflecting the need to budget for the new Music Director workshops held in May.

The 'restricted funds' section of our accounts relates to donations made specifically for the furtherance of our Education Outreach activities.

## Section F Other optional information

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## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Frances Armstrong	Alexandra Dicken-Woollard
Position (eg Secretary, Chair, etc)	CHAIRMAN	TREASURER
Date	3 July 2024	



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name

The Royal Tunbridge Wells Symphony Orchestra

#### On accounts for the year ended

30 April 2024

Charity no  
(if any)

295781

#### Set out on pages

1 and 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 April 2024.

#### 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 Trust'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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

**Signed:**

**Date:**

3 July 2024

**Name:**

S R Sampson

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

BFP FCA FCIE DChA

**Address:**

Ashdown Hurrey Auditors Limited

20 Havelock Road, Hastings

East Sussex, TN34 1BP

Only complete if the examiner needs to highlight material 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.

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## Signature 1

Signed by Alexandra Dicken-Woollard using authentication code bG0+czguISZcd1Vq at IP address 86.182.0.120, on 2024/07/04 08:37:10 Z.

Alexandra Dicken-Woollard's e-mail address is: [akwoollard@btinternet.com](mailto:akwoollard@btinternet.com).