

Trustee's annual report for financial year 2021/22

Chair's Report Oxford Youth Choirs 2021/22

1. Trustees

The year started with new Chair Eleanor Williamson and vice-Chair Liisa O'Connor. Covid was a key consideration for Autumn Term 2021 and Eleanor invested a significant amount of time on preparation and the related paperwork, including a comprehensive risk assessment. Due to personal reasons, Eleanor unfortunately had to step down as the Chair and Liisa stepped into the Chair's role on 31st August to enable a seamless start for the Term.

I would like to thank all Trustees who gave their time and served OYC brilliantly throughout 2021-22.

2. Staff matters

In Autumn Term 2021, Will Harmer joined OYC as the accompanist and Lydia Vella kindly agreed to run the junior girls' tuck shop. Eve Madeley-Wyatt resigned as the Admin person on 9th November 2021 due to increased work commitments outside OYC but kindly agreed to continue to provide Admin services until Christmas 2021. Judith Grace joined OYC as the new Admin person in January 2022.

3. The year's events in summary

Sessions started at Cherwell on 11th September 2021 with a detailed Covid protocols in place. Richard Vendome wrote "From September, we endeavour to offer as 'normal' a singing and social experience as possible for all our members, while continuing to ensure a Covid-safe environment." The option to participate from home (via Zoom) remained available to ensure that every member felt included.

The OYC Christmas Concert took place on 12th December 2021 at St Michael's Church, Summertown. The senior choir also recorded Christmas Carols for OAC.

On 24th February 2022, Russia invaded Ukraine. In March 2022 the Choir recorded Prayer for Ukraine, which was very well received by people from all over the world. In just six days the video had 2900 views: 34% from Ukraine, 14% from the UK, 12% from Russia and 6% from the USA. The Oxford Mail also published an article about the recording.

In Summer Term 2022 Concert singing sessions were started and proved a success in addition to the regular choir singing.

On Saturday 11th June 2022 a reduced sized Senior Choir travelled to Chipping Norton and sang at a wedding in the local church.

The summer concerts were held on the 2nd and 9th July.

Treasurer's Report Oxford Youth Choirs 2021/22

The charity made a substantial loss in the 2021-2022 financial year, with the loss increasing from £1145 in 2020/21 to £7782. Membership fee income excluding donations recovered somewhat from the previous year post Covid and increased by about 8% from £27777 to £29925. Donations and concerts boosted overall income up from £33013 to £36776, a 11% increase. However expenses rose overall by 25% with rent increasing substantially, forcing the choir into another year of losses which resulted in a drawdown of reserves. The choir trustees only found out that rents had increased massively compared to pre-Covid costs when much larger invoices for rent already incurred were sent to the choir.

Subsequent negotiations with our landlord resulted in a small decrease in rent and rents are now paid in advance so the choir will not be caught unawares again in the future. To quantify the increase as a % of expenses, in 2018/19 pre Covid, rent was 8% of expenses, in 2021/22, rent was 17%. Comparing 2021-22 to the previous year, rent increased by £5250, an increase of over 300%.

Tuition expenses also increased substantially. The increase was from £18336 to £25561, an increase of £7226, partly as a result of two late invoices that should have been paid in 2020/21 totalling £1976.74 and partly because of the increase in teaching hours post Covid and the recommencement of concerts.

Numbers of children in the prep and junior choirs held up but the senior choir suffered a significant reduction in numbers post covid. Fees were kept constant to aid recruitment given there are a large number of choirs now operating in the same market sector within Oxford.

Loveadmin continues to serve the choir well, reducing the administration load and administration overhead. Administration cost £3240, substantially less than in previous years.

Looking ahead, the main risks facing the charity are problems in recruiting sufficient members to keep the charity afloat and increasing costs. The good news is that membership of the younger choirs is holding up while the senior choir membership has stabilised. In terms of managing increasing costs, teacher's pay will be held at the same rate for 2022/2023, while rents will be roughly the same as in 2021/22.

In terms of Future Viability, I can confirm that the choir has the reserves to get through the next year to August 2023, partly helped by significant donations.

The choir has no employees in 2022/23 and had none in 2020/21 and 2021/22.

Expenses were reimbursed to the treasurer, for expenses incurred by credit card. November 2021, domain renewal £71.94, December 2021 £502 for Making Music membership.

Finally Inland Revenue gave permission for the choir to reclaim giftaid on membership fees. Using Loveadmin to administer the giftaid permissions, the choir will be claiming giftaid from now on where permitted.

Geoff Sutton

Treasurer

AGM 8th July 2023, updated 28th July 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Oxford Youth Choirs

299109

Receipts and payments accounts

For the period
from

8/16/2021

To

8/15/2022

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 £
A1 Receipts				
Subscriptions	27,777	-	-	27,777
Donations	3,101	-	-	3,101
Concerts	4,954	-	-	4,954
Other events	-	-	-	-
Gift aid	937	-	-	937
Bank interest	7	-	-	7
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	36,776	-	-	36,776
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	36,776	-	-	36,776
A3 Payments				
Music tuition fees	21,649	-	-	21,649
Concert expenses	11,606	-	-	11,606
Purchase of piano	-	-	-	-
Administrator expenses	3,240	-	-	3,240
Rent and storage costs	7,389	-	-	7,389
Other running costs	674	-	-	674
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	44,558	-	-	44,558
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	44,558	-	-	44,558
Net of receipts/(payments)	- 7,782	-	-	- 7,782
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	20,680	-	-	20,680
Cash funds this year end	12,898	-	-	12,898

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	CAF Gold Account	10,044	-
	CAF Cash Account	2,654	-
	Barclays Bank	200	-
	Total cash funds	12,898	-
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets	Gift Aid (estimated)	500	-
	Subscriptions	452	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities	Independent Examiner's fee	Unrestricted	100
			-
			-
			-
			-

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

Signature	Print Name

CC16a



Last year

to the nearest £

29,925
1,617
90
1,380
-
-
-
-
33,012

-
-

33,012

21,418
1,507
1,600
4,680
2,646
2,306
-
-
-
34,157

-

34,157

- 1,145
-
-
- 1,145



**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Oxford Youth Choirs

**On accounts for the year
ended**

15/08/2022

**Charity no
(if any)**

299109

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 15/08/2022.

**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 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.

Signed: Peter J. Stevenson

Date: 21/07/2023

Name: Peter J Stevenson

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

FCA

Address: 8 Harbord Road

Oxford

OX2 8LJ