



York *philharmonic* Male Voice Choir

Registered Charity No. 529713

Trustees' Annual Report

For the Year 01 September 2022 to 31 August 2023

TRUSTEES' ANNUAL REPORT

FOR THE YEAR 1st SEPTEMBER 2022 to 31st AUGUST 2023

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LEGAL AND ADMINISTRATIVE INFORMATION

STATUS

The York Philharmonic Male Voice Choir (The Fletcher Memorial Choir) is an association governed by a Constitution dated 15 July 2020, and Rules dated 7 December 2020.

The Choir was first registered with the Charity Commission as a charity in 1972, registration number 529713.

The Choir does not have a registered office. All official correspondence should be directed to the Choir Secretary, Mr JD Thomson, by email at yorkphilchoir@gmail.com or by post at 42 Rowntree Wharf, Navigation Road, York, YO1 9XA.

This Trustee Annual Report covers the 12 months 1st September 2022 to 31st August 2023. As the turnover of the choir is less than £250k the annual accounts will be presented on a receipts and payments basis. As turnover for the year is over £25k a Trustees Annual Report (TAR) has been prepared and will be registered with the Charity Commission. In accordance with Charity Commission rules an electronic Annual Return will be made every year and reference can be made to the Financial Statement that is a separate document to this report.

GOVERNING OFFICERS

The Choir is governed by the five Trustees of the Choir who are elected annually by the membership at the Annual General Meeting (AGM) usually held in May or June. There were no changes in Trustees during the year between AGMs. Ex-officio officers are also appointed at the AGM.

	AGM Elected	
Role	12/06/23	23/05/22
President	Mrs J Waggott	Mrs J Waggott
Chair	Mr M Wash	Mr M Wash
Secretary	Mr D Thomson	Mr D Thomson
Treasurer	Mr S Poole	Mr S Poole
Membership Representative	Mr A Houghton	Mr A Houghton
Membership Representative	Mr M Parrott	Mr M Parrott

At the AGM it was agreed that the Rules would be changed to increase the number of Membership Trustees from 2 up to a maximum of 4 and to allow 15 months between AGMs.

INDEPENDENT EXAMINER

Karen Wood ACMA, CGMA Outsource Accounting Services & Independent Examinations, Hiscox Building, Peasholme Green, York, YO1 7PR.

LEGAL ADVISERS

The Choir has not appointed a legal adviser.

INSURANCE ADVISERS

The Choir has not appointed an insurance adviser and is insured by a policy arranged through the National Association of Choirs (to which the YPMVC is affiliated) by Marsh Commercial, Partnership House, Layerthorpe Road, Priory Park East, Hull, HU4 7DY. The policy is underwritten by Ansvar Insurance.

PROPERTY AND CUSTODIAN TRUSTEES

The Choir owns no interests in land or property and holds no assets or funds as custodian trustees on behalf of others.

BANKERS

Unity Trust Bank plc, Nine Brindley Place, Birmingham B1 2HB (2 accounts; 1 current, 1 savings)
National Savings and Investments, Glasgow G58 1SB (1 investment account)

STRUCTURE, GOVERNANCE AND MANAGEMENT

MEMBERSHIP

Voting membership of the Choir is open to anyone over the age of 18 and at the 31st August 2023 there were 60 voting members down from 69 in 21/22. Of the year end membership 8 are life members, 46 performing members, 3 of which were new, and 4 non-performing members. There are also 8 honorary life members who have no voting rights.

There are regularly between 50 and 55 members at each rehearsal evening and there's never a shortage to assemble sufficient singers for our performances. We are nevertheless always on the lookout for new members. Weekly sectional rehearsals are led by our AMD and around 15 or so regularly retire for a post rehearsal social drink and informal sing at The Snickleways pub.

Social activities this year included a summer walk/afternoon tea around Brandsby, a golf day, a2 social soiree where members get to practice solo/small group songs, and the Chair's Pre-Christmas 'bash' held once again at York Golf Club. There was also a walk arrange by a member to the nearby Moorlands Nature Reserve. A small group also self-funded a visit Cork and its International Choral Festival as a recce for what is now a confirmed formal Tour by the choir in May 2024.

The Choir is also supported by The Phillies, an independent group that consists of member's wives and partners that as well as organising their own social events also arrange and serve refreshments and organise raffles at our own concerts, fund raising events, and soirees.

The Choir has 39 paid up Friends who benefit from a regular newsletter and free ticket to one of our Christmas Traditions concerts.

ORGANISATION

In addition to the five trustees, the Choir's Management Committee includes the Choir's Musical Director (MD), Berenice Lewis, *ex officio* who this year clocked up 22 years as MD, together with a representative from each of the four sections of the Choir elected at the AGM each year. For 2022/23 these representatives were re-elected; Mr S Cox (1st tenor); Mr R Gott (2nd tenor); Mr P Newman

(baritone) and Mr M Ellerker (bass). These committee members assist the Trustees in governing the Choir but in this capacity do not have voting rights at committee meetings. The Management Committee met on 5 occasions during the year.

Various activities are entrusted to working groups set up by the Trustees in April 2009 under the Choir's Rules. Currently there are four groups; Musical Development Group (MDG) (responsible for repertoire, rehearsals, music quality, and training of members); Concerts Group (responsible for all aspects of performances not requiring overnight accommodation); Tour Group (responsible for those events requiring overnight accommodation); and Media Group (aimed at promoting the Choir's activities and bringing them to the attention of a wider audience). The Uniforms Group established in 21/22 to consider the purchase of a new uniform continued through 22/23 placing an order for new uniforms in the summer of 2023. These groups meet as and when required and attend Management Committee meetings as and when required. The Trustees have an open invitation also to meetings of the MDG with the Chair being a regular attendee.

Also, during the year, we appointed a new welfare officer, Martin Sleeman, who takes over from Steve Cox who had empathetically fulfilled the role for many years. David Lampitt took over as the lead for the media Group. Martin Parrott stood down as vice-chair and Member Trustee, Adrian Houghton, was voted into the position by the Trustees.

RELATED ORGANISATIONS

The Choir is a member of the National Association of Choirs (NAC), a national body formed by choirs to give a collective voice, representation and to provide a wide support and advice function. The NAC is itself a charity, registration number 1014630.

INTERNAL CONTROLS AND RISK MANAGEMENT

The Trustees are responsible for the Choir's internal controls and for monitoring their effectiveness. No material weaknesses have been identified.

The Trustees regularly review the risks to the charity and have established systems and procedures to mitigate any risks identified and implemented procedures designed to minimise any potential impact on the charity should those risks materialise.

During the current cost of living crisis, the greatest risk to the Choir during this reporting period remained the choir's financial and member's health.

The Trustees have identified that financial sustainability remains a risk for the charity, especially the need to replace performing uniforms in 2024 and the additional expenditure likely to be expended as we celebrate our 100th anniversary in 2025. Some Sponsorship has been secured for our Centenary year and other options are being considered for increasing revenue for day-to-day operations. Other key risks include damage to the Choir's reputation, not protecting the health and welfare of its members, and the failure to maintain a strong membership base. A key element in managing financial risk is to annually review the Choir's reserves. The Trustees conducted a review of their reserves policy in 2022 and agreed that the policy should remain un-changed.

The choir has 3 nominated first aiders. The Health & Safety Policy was not formally reviewed during the 22/23 choir year.

TRUSTEES' ANNUAL REPORT

The Trustees' Annual Report, together with the financial statements of the charity for the year ending 31st August 2023, have been prepared in accordance with 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 102. The financial statement has been subjected to an independent examination by Outsource Accounting Services.

OBJECTIVES AND AIMS

Our objectives

The charitable objectives of York Philharmonic Male Voice Choir are 'the study and practice of choral music to foster public knowledge and appreciation of such music by means of public performance'.

Our aims

The Choir seeks to achieve these objectives by giving public performances in various musical styles at a variety of venues (often in support of other charitable organisations) and by offering opportunities for male singers to develop and practise their skills in rehearsal and performance.

ACTIVITIES AND ACHIEVEMENTS

How our activities deliver public benefit

The Choir rehearses weekly to enable the study of choral music and performs in public in different venues throughout the year in pursuance of our charitable aims. The Trustees consider that the Choir's activities, summarised below, provide public benefit both to those who join the Choir to sing, those who support us, and to the wider community who attend our performances.

How we achieve our objectives

We normally achieve our objectives through encouraging prospective members to attend rehearsals and learn about and practice choral singing. Most prospective members become full members and are expected to improve their singing skills and, having reached an acceptable standard (assessed by means of a 'voice test'), perform in Choir concerts. We also achieve our objectives by giving public performances in a variety of venues throughout our local area and, on occasion, more widely nationally and internationally.

This year we were filmed preparing for and singing at York's Holy Trinity Church to be included a short film by Yorkshire Cancer Research about how people live with cancer. It was initiated by one of our members who find the choir and its community support and friendship so important in how he copes with cancer. The only downside was that one of the film crew brought Covid with him and we had to cancel a much anticipated first performance at York Railway Station.

Our cancelled 2020 Tour to our 'twinned' choirs in Münster, Germany and Lochem in the Netherlands finally took place in September 2022, but to Munster only. Following the successful recce in May 2023, a formal Tour to the Cork International Choral Festival has been arranged for May 2024 where the choir will take part in non-competitive performances at various venues around the city over 5 days. Income from around 60 travellers for the 2024 Cork Tour and ring-fenced income for Centenary Sponsorship are the principal reason for turnover this year being over £25,000.

The Fletcher Memorial Trophy currently held by Roger and Linda Samwell was not presented during the 22/23 choir year.

New members

Five prospective members (IA/SC/JD/CL/RN/) joined our weekly rehearsals, three of whom (IA/SC/JD) went on to formally join the Choir.

Concerts

During the year we performed at venues in York, Malton (with Harmonia Ladies Choir), Wilberfoss, Gunnerside, Hemingbrough, and Whitby.

Once again, we had a packed schedule of York Christmas events which generates the majority of our annual concert income and these included our 4-night run of Christmas Traditions, The Bar Convent, Holy Trinity in Goodramgate, York Station, and York and Malton Golf Clubs. A small group also contributed to an annual memorial service at York City Church for those who have lost family and friends over the year.

The choir performed 2 sessions at the Lord Mayor's Christmas Cheer event that was postponed from December '22 to January '23 and is held for an invited audience from the York Community.

The performance at the Joseph Rowntree Theatre in March was a joint event with The Golden Rail Brass Band. Our annual summer concert in July was a great success at our 'home', York City Church.

Competitions and Festivals

Each year the Choir participates in at least one choral festival or competition. The Choir competed in the Eskdale Festival of the Arts in Whitby in April 2023, winning all three of the classes entered.

Community performances

It is clear to see from the Concerts section above that most of our performances are in the community and often for the community. As well as facilitating the enjoyment and appreciation of choral music the Choir helps raise funds for a wide variety of charities and community-based organisations including churches where we sing by invitation. A number of these are free of fees or performed at reduced fees to enable the financial proceeds to benefit other organisations and charities. These community events also open the Choir to new audiences and occasionally will attract new members.

In 2022 we chose to support three local charities; Shine 21, Menfullness, and the North Yorkshire Music Therapy Centre and donated a proportion of our Christmas '22 earnings equally between them. A similar arrangement will be in place for Christmas 2023 and concerts have been scheduled into 2024 to specifically raise funds for these organisations.

FINANCIAL REVIEW

Reserves Policy

The Trustees have agreed that the Choir's free reserves (excluding designated or restricted funds), should be set at a level that would fund one year's normal operating costs excluding depreciation and any extra-ordinary items. At the end of August 2023 that policy would indicate a required cash level of reserves of around £14k.

Investment Policy

The Trustees hold the Choir's reserves between National Savings and Unity Trust Bank which is a member of the Financial Services Compensation Scheme and at a level that is no greater than that guaranteed by the scheme. The Trustees aim to take little or no risk to loss of capital value and any investments will only be made where they can be readily redeemed in cash. The choir currently holds just over three years' worth of reserves that will significantly reduce in 23/24 due to the uniform replacement programme but will not fall below the agreed reserves amount.

Financial Performance 2022/23

The choir is using 'receipts and payments' accounts. As stated in the Financial Statement there were no funds materially in deficit at the 31 August 2023. The Choir had a modest surplus of income over expenditure of £6695. This includes around £2500 (net) for the forthcoming tour to Cork in May 2024, and restricted funds of £3,886. There is also a liability of £330 outstanding. On 31 August 2023 total choir funds stand at £52,737 up from £46,042 at 31 August 2022.

Economic challenges

The Choir came out of the pandemic in a good financial position where the total financial assets at yearend have been stable for the last four years or so. We generally continue to raise sufficient income to fund our annual operational expenditure and must take care to ensure we recruit new members to sustain the Choir and perform sufficient income earning concerts.

There are two significant future initiatives that will have a major draw on our current reserves.

Our performance uniforms have come to the end of their useful life with many items becoming shabby and insufficient reserves of uniform items are in place for new members despite the best efforts in recycling used items. The Uniforms Group has progressed the provision of new uniforms to be delivered in December 2023. These will cost around £23,000 to include surety of continuity of vested material supply for around 10 years (50 uniforms) and will be initially funded out of the Choir's savings.

In addition to Members, Friends, 200 Club (our licensed lottery), ad-hoc donations and concert fee income (including ticket sales, raffles, and refreshments), In 21/22 the Choir held two fund raising events at York's St. Crux The annual (22/23) St Crux fund raising event has been arranged for 2nd September and thus slips into the 23/24 financial year. Net profit from our summer concert was around £1.4k (£1.2k in 2021) and 2021 Christmas Traditions around £3.1k (£2.2k in 2021).

PLANS FOR THE FUTURE

Planning for our centenary year continues and The York Barbican has been secured in September 2025 for a special concert that will include our Choir friends from Munster and Lochem together with other guests with whom we have performed over the years. A celebration dinner will also be held, and we are also looking into special activities to attract younger men and those facing mental health challenges to the choir including outreach events. These remain at an early stage and will also require funds for which, in addition to using Choir savings reserves we anticipate seeking grants, donations and sponsorship from external parties. Around £5k Sponsorship has been secured to date.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements 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 financial statements giving a true and fair view, the Trustees are required to:

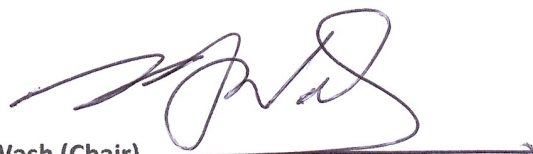
- select suitable accounting policies and then apply them consistently.
- observe the methods and principles of the Charities' Statement of Recommended Practice (SORP).
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements.
- prepare the financial statements on a 'going concern' basis unless it is inappropriate to presume the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with The Charities Act 2011. 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.

TRUSTEES' APPROVAL OF THE TAR AND ACCOUNTS

The Trustees declare that they have approved the Trustees Annual Report and Accounts

Signature:



Name: Mike Wash (Chair)

Dated: 10 APRIL 2024

York Philharmonic Male Voice Choir

Charity number 529713

Financial statements for the year ended

31st August 2023

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Charity accounts preparation & independent
examination service

York Philharmonic Male Voice Choir

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Independent examiner's report to the trustees

I report on the accounts of: **York Philharmonic Male Voice Choir**
for the year ended: **31st August 2023** which are set out on pages 2 to 4.

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 Charity'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 Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



26/03/2024

Date:

Karen Wood ACMA

Outsource independent examination service
The Hiscox Building
Peaseholme Green
York YO1 7PR

York Philharmonic Male Voice Choir
Charity number 529713

Receipts & Payments Accounts for the year ended:

31st August 2023

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
Receipts				
Merchandise sales	-	-	-	389
Members subscriptions	5,769	-	5,769	6,463
Friends subscriptions	840	-	840	945
200 club subscriptions	1,230	-	1,230	1,355
Tour income	4,466	-	4,466	22,989
Other performances	1,941	-	1,941	4,457
Concert income	12,496	-	12,496	8,721
Fundraising & donations	678	3,650	4,328	4,269
Gift aid reclaimed	1,294	-	1,294	2,735
Bank interest	339	-	339	33
Total receipts	29,053	3,650	32,703	52,356
Payments				
Tour costs	3,348	-	3,348	24,778
Music Scores	949	-	949	1,216
Marketing , advertising & website	539	-	539	805
Musical direction & expenses	6,155	-	6,155	6,046
Hire of hall for rehearsals & storage	5,155	-	5,155	4,725
Accompanist	1,460	-	1,460	1,105
200 club prizes	713	-	713	667
Accountancy fees	300	-	300	140
Friends prizes/gifts/soiree	775	-	775	669
Bank charges	319	-	319	150
Office, postage & stationery	153	-	153	288
Insurance	198	-	198	227
Fundraising costs	155	-	155	804
Donations to other organisations	900	-	900	4,395
Concert & uniform expenses	4,694	-	4,694	5,552
Other sundry costs	195	-	195	128
Total payments	26,008	-	26,008	51,695
Net of receipts/(payments)	3,045	3,650	6,695	661
Transfers between funds	-	-	-	-
Balance brought forward	45,806	236	46,042	45,381
Balance carried forward	48,851	3,886	52,737	46,042

York Philharmonic Male Voice Choir
Charity number 529713

Statement of Assets and Liabilities at:

31st August 2023

			2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
Assets	£	£	£	£
Cash at bank and in hand				
Current bank account	10,398	3,886	14,284	7,927
Savings bank account	21,655	-	21,655	21,332
Investment savings account	16,684	-	16,684	16,669
Cash in hand for floats	114	-	114	114
	48,851	3,886	52,737	46,042

			2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
Liabilities	£	£	£	£
Independent review fee	330	-	330	300
	330	-	330	300

York Philharmonic Male Voice Choir
Charity number 529713

Notes to the accounts for the year ended:

31st August 2023

1. Basis of Accounts

The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

2. Restricted income funds

Fund name

Purpose

Young/impecunious
members assistance

To support young /impecunious members to join a choir tour

Choir centenary events

To fund choir centenary events during the calendar year 2025

	Balance b/fwd £	Incoming resources £	Resources expended £	Trf between funds	Balance c/fwd £
Young/impecunious members assistance	236	-	-	-	236
Choir centenary events	-	3,650	-	-	3,650
	<u>236</u>	<u>3,650</u>	<u>-</u>	<u>-</u>	<u>3,886</u>

Approval of accounts for the year ended:

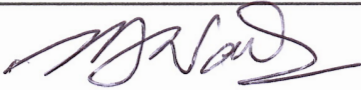
31st August 2023

The report and accounts were approved at a meeting of the
trustees held on:

10/04/24

Date

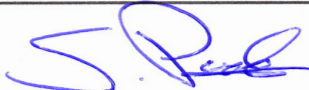
Signed for and on behalf of the trustees:



Signature

M. G. WASH

Name



Signature

S. POOLE

Name