

THE SOUTHWELL MINSTER CHOIR ASSOCIATION
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2023
Charity registration number 1000584

RWB CA Limited
Northgate House
North Gate
New Basford
Nottingham
NG7 7BQ

THE SOUTHWELL MINSTER CHOIR ASSOCIATION

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	The Southwell Minster Choir Association
Charity registration number	1000584
Principal Address	47 Easthorpe Southwell NG25 0HY
Clerk to the Trustees	Mr Laurence Cunnington 47 Easthorpe Southwell NG25 0HY
Trustees	Colonel David Rupert Sneath Ms Elizabeth Helen Johnson Mrs Adrienne Pauline Patterson
Independent Examiner	Neil Coupland FCA RWB Chartered Accountants Northgate House North Gate New Basford Nottingham NG7 7BQ

THE SOUTHWELL MINSTER CHOIR ASSOCIATION

TRUSTEES' ANNUAL REPORT

The trustees are pleased to present their report for year ended 31 March 2023.

Reference and administrative details

Reference and administrative details are shown on page 1, the trustees whose names are shown on page 1 served throughout the year unless otherwise noted.

Structure, Governance and Management

The Trust was created by Constitution, adopted 21st July 1989.

The Trustees have examined the principal areas of the Trust's operations and considered the major risks faced. In the opinion of the Trustees, the Trust has established systems to mitigate those risks to an acceptable level.

A review of the Constitution has been undertaken by the Chair, working with a small sub-committee. Consideration was initially given to changing the status of the charity to a Charitable Incorporated Organisation (CIO) but, after seeking advice from the Association's accountants, it was decided that the benefits of a CIO could be acquired equally, and more simply, by revising the wording of the Constitution, increasing the number of trustees, and by taking out trustee liability insurance.

In addition to revising the governance of the Trust, the opportunity was also taken to remove outdated language relating to the gender of choristers and to include formally the Minster Chorale (and any future similar choirs) within the scope of the Trust's activities.

As required by the existing Constitution, the revised Constitution will be put before Southwell Cathedral Chapter for ratification in advance of the AGM of the Choir Association.

Objectives and activities

The objects of the charity are the study and practice of choral music, in particular church music in order to foster the public knowledge and appreciation of such music by means of public performance and to promote the development of the choir of Southwell Minster.

The principal activities of the Trust are:

1. Concert tours by the lay clerks, choristers, and the Minster Chorale
2. A programme of concerts throughout the year
3. Involvement of the local community in musical performance
4. Educational and team-building events for the choristers
5. Financial support for the parents of choristers
6. Other related activities, both educational and social, to develop the choirs of Southwell Minster

In planning their activities, the Trustees keep in mind at all times the Charity Commission's guidance on public benefit.

Achievements and performance

1 Concert tours

- Initial planning and expenditure took place in respect of a concert tour to the Sées, Normandy region of France from 19th-24th July 2023.
- This tour will be reported upon fully in the trustees' report in the 2024 annual accounts but, in summary, the tour was a great success and was the first time the members of the girls' and boys' choirs toured together.

2 Concert programme during the year

- A full programme of six concerts in the 'Music in the State Chamber' series was held.

THE SOUTHWELL MINSTER CHOIR ASSOCIATION

TRUSTEES' ANNUAL REPORT

- The girls' choir performed at the annual 'Carols in the State Chamber' concert.
- The choir sang Mozart's Coronation Anthem at the 2022 Easter Sunday service accompanied by the Central England Camerata orchestra under the baton of Paul Provost, Rector Chori. Paul's mother, Mrs Fran Provost raised over £3,500 doing a sponsored walk and this exceptional donation covered the cost of the orchestra.
- An end-of-term concert was held in July 2022 at which the choir performed, amongst other repertoire, Roxanna Panufnik's 'Heaven' anthem, a piece commissioned by the Association and premiered in May.
- The Choir Association hosted the Four Choirs Festival in February 2022 with participation by the choirs of Southwell Minster and Derby, Lincoln, and Coventry Cathedrals.

3 Involvement of the local community in musical performance

- The annual Messiah concert was held in December 2022, conducted by the Assistant Director Music, Jonny Allsopp, The voices of the Minster Chorale and students from the Minster School were augmented by four professional soloists and the concert was accompanied by a period instrument orchestra.
- A successful Come & Sing event was held in February 2023 conducted by guest conductor Geraint Bowen, Director of Music at Hereford Cathedral, and with local professional soloists Harriet Astbury, Ruth Massey, Mark Wilde, and Nic Beemster.

4 Educational and team-building events for the choristers

- Four team-building events were organised for the choristers: an outing to the Woodland Adventure Zone (with the choristers of Bath Abbey), archery, skating, and ten-pin bowling.
- Initially funded by a community grant of £6,200 received from the Co-op at the height of the pandemic in 2020, the 'Melody Makers' group was launched towards the end of 2022. Children from school Years 1 and 2 are introduced to choral singing as a goal in itself but also with the potential to act as a 'feeder' group to the main Minster choirs. The group is led by Lauren Osmond, one of the Lay Clerks, and Paul Provost, the Rector Chori.

5 Financial support for the parents of choristers

- Since its inception in 2011, the discretionary travel grant scheme has paid out over £24,000 to the parents/carers of choristers with a home address more than seven miles from the Minster
- The scheme, which is not means-tested, is a valuable recruitment and retention tool which has been greatly appreciated by the parents who have benefitted from it. Eight chorister families made claims under the scheme during the financial year.

6 Other related activities

Quiz & Curry Night

- Making a profit of over £500, this social and fund-raising event was held in the State Chamber in November 2022. Senior Lay Clerk and professional quiz-question setter, Guy Turner, hosted this enjoyable evening.

THE SOUTHWELL MINSTER CHOIR ASSOCIATION

TRUSTEES' ANNUAL REPORT

Christmas cards

- Lincoln artist Fiona Beamster was commissioned to paint a winter scene of the Minster for the 2022 SMCA Christmas card which sold over 2000 copies.

Honours board and prizes

- The honours board was brought up-to-date with gilt lettering at a cost of £150.
- Six prizes of £50 each were awarded to three girl choristers and three boy choristers at the end of the academic year.

Choral Outreach Programme

- The Choral Outreach Programme, which has been running since 2010, is administered by SMCA and has been funded by the Chapter of Southwell Minster, The Heritage Lottery Fund, The Pilling Trust, and an anonymous private donor. Outreach worked continued throughout the financial year.
- As at September 2023, this restricted fund stands at just under £2,000. The previous donors are no longer in a position to continue funding this programme which will be brought to a close during 2024.

The Thiman Collection

- Funded by a member of the Thiman family, the objective of this project is to create a physical archive of every known piece of music by the prolific composer, Eric Harding Thiman (1900-1975).
- After many years' work by Guy Turner (one of the Lay Clerks), the project is all but complete and creates a national resource for further academic/doctoral research. The archive comprises in excess of 1300 pieces and is referenced in the composer's Wikipedia article.

Financial Review

- Total net assets as at 31st March 2023 were £56,364 compared to £44,932 as at 31st March 2022.
- Expenditure during the year on charitable activities totalled £31,908 compared to £69,533 the previous year. This decrease reflects the fund raising activities carried out in last year.
- Income during the year totalled £27,558 compared to £26,958 the previous year.
- It is the opinion of the Trustees that the charity remains in a robust financial condition.

Acknowledgements and thanks

- The Trustees would like to thank the members of the Association for their subscriptions, regular donors, refreshments' team volunteers, and the local community for their generous support of the charity's activities.
- Gratitude is also expressed to the officers and members of the Committee and the staff of the Music Department of Southwell Minster for their work in supporting the activities of the Association.

Approved by the Trustees on 19th November 2023 and signed on their behalf by:



Colonel David Rupert Sneath
Chair

THE SOUTHWELL MINSTER CHOIR ASSOCIATION
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE SOUTHWELL MINSTER CHOIR ASSOCIATION

I report to the trustees on my examination of the accounts of The Southwell Minster Choir Association for the year ended 31 March 2023 set out on pages 7 and 8.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the charity's trustees of the Southwell Mister Choir Association, 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 Southwell Mister Choir Association 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:

1. accounting records were not kept in respect of The Southwell Minster Choir Association 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 order to enable a proper understanding of the accounts to be reached.



N COUPLAND FCA DChA
RWB Chartered Accountants
Northgate House
North Gate
New Basford
Nottingham
NG7 7BQ

Date: 19th November 2023

THE SOUTHWELL MINSTER CHOIR ASSOCIATION
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 £
Receipts					
Donations		3,303	-	3,303	11,760
Fundraising	1	19,669	-	19,669	9,690
Annual subscriptions		1,680	-	1,680	1,655
Bank interest		-	-	-	-
Other income	2	2,023	883	2,906	3,853
		<u>26,675</u>	<u>883</u>	<u>27,558</u>	<u>26,958</u>
Assets and investment sales					
Receipts from sale of investments		-	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total receipts		<u>26,675</u>	<u>883</u>	<u>27,558</u>	<u>26,958</u>
Payments					
Fundraising	3	17,545	-	17,545	8,818
Tour Activity	4	1,507	-	1,507	-
Choir Activity	5	3,240	-	3,240	3,239
Administration expenses		562	-	562	907
Website expenses		-	-	-	-
Miscellaneous expenses	6	4,691	4,363	9,054	11,569
		<u>27,545</u>	<u>4,363</u>	<u>31,908</u>	<u>24,533</u>
Assets and investment purchases					
Purchase of investments		-	-	-	45,000
		<u>-</u>	<u>-</u>	<u>-</u>	<u>45,000</u>
Total payments		<u>27,545</u>	<u>4,363</u>	<u>31,908</u>	<u>69,533</u>
Net receipts (payments)		(870)	(3,480)	(4,350)	(42,575)
Transfers between funds		-	-	-	-
Cash funds as at 31 March 2022		2,344	9,533	11,877	54,452
Cash funds as at 31 March 2023		<u>1,474</u>	<u>6,053</u>	<u>7,527</u>	<u>11,877</u>

THE SOUTHWELL MINSTER CHOIR ASSOCIATION

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 £
Cash Funds				
NatWest current account	1,474	6,053	7,527	11,877
Mansfield Building Society	-	-	-	-
Petty cash	-	-	-	-
	<u>1,474</u>	<u>6,053</u>	<u>7,527</u>	<u>11,877</u>
Investment assets held with CCLA				
Market Value				
Cost: £45,015	43,920	-	43,920	44,931
	<u>43,920</u>	<u>-</u>	<u>43,920</u>	<u>44,931</u>
Total Assets	<u>45,394</u>	<u>6,053</u>	<u>51,447</u>	<u>56,808</u>
Liabilities				
Examiners fees	462	-	462	444
	<u>462</u>	<u>-</u>	<u>462</u>	<u>444</u>
Net Assets	<u>44,932</u>	<u>6,053</u>	<u>50,985</u>	<u>56,364</u>

	Balance at 1 April 2022 £	Incoming Resources £	Resources Expended £	Balance at 31 March 2023 £
Restricted Funds				
Choral Outreach Project	8,855	50	(3,463)	5,442
Eric Thiman Collection	361	833	(900)	294
Old Choristers' Association	317	-	-	317
	<u>9,533</u>	<u>883</u>	<u>(4,363)</u>	<u>6,053</u>

Signed on behalf of the board of trustees on 19th November 2023.



Colonel David Rupert Sneath
Chair

THE SOUTHWELL MINSTER CHOIR ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

	2023			2022
	Unrestricted Funds	Restricted Funds	Total Funds	£
	£	£	£	£
1 Income from fundraising				
Christmas card sales	-	-	-	1,354
Channel Swim 2022	1,568	-	1,568	2,853
Other concerts	11,620	-	11,620	5,376
Refreshments sales	2,841	-	2,841	107
Music in the State Chamber	1,218	-	1,218	-
Refreshments sales	1,372	-	1,372	-
Sées Tour 2023	1,050	-	1,050	-
	<u>19,669</u>	<u>-</u>	<u>19,669</u>	<u>9,690</u>
2 Other income				
Choral Outreach Project (Sing Up)	-	50	50	-
Eric Thiman Collection	-	833	833	981
Melody Makers	270	-	270	-
Gift Aid	1,503	-	1,503	2,598
Miscellaneous Income	250	-	250	274
	<u>2,023</u>	<u>883</u>	<u>2,906</u>	<u>3,853</u>
3 Expenditure on fundraising				
Christmas cards	764	-	764	750
Refreshment expenses	1,349	-	1,349	322
Easter 2022	3,500	-	3,500	-
Other concerts and expenses	1,047	-	1,047	554
Four Choirs Festival 2023	1,220	-	1,220	-
Music in the State Chamber	713	-	713	-
Quiz & Curry Night	864	-	864	-
Summer Concert 2022	556	-	556	-
Messiah 2022	7,532	-	7,532	7,192
	<u>17,545</u>	<u>-</u>	<u>17,545</u>	<u>8,818</u>
4 Tour Activity				
Choral tour 2023	1,507	-	1,507	-
	<u>1,507</u>	<u>-</u>	<u>1,507</u>	<u>-</u>
5 Choir Activities				
BBQ	1,140	-	1,140	1,371
Workshops	1,120	-	1,200	1,200
Bowling	380	-	380	668
Workshop	600	-	600	-
	<u>3,240</u>	<u>-</u>	<u>3,240</u>	<u>3,239</u>

THE SOUTHWELL MINSTER CHOIR ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 £
6 Miscellaneous expenses				
Choral Outreach Project (Sing Up)	-	3,463	3,463	1,335
Eric Thiman Collection	-	900	900	1,228
Honours Board	150	-	150	180
Minster Chorale	27	-	27	106
Travel Grants	1,951	-	1,951	1,096
Prizes	300	-	300	300
Music Commissions	192	-	192	4,500
Music Folders	-	-	-	1,550
Insurance	765	-	765	-
Melody Makers Expenses	500	-	500	-
Other	806	-	806	1,274
	4,691	4,363	9,054	11,569