



## Trustees' Annual Report for the period

From 1 August 2021 To 31 July 2022

Charity name: Oxford Harmonic Choir

Charity registration number: 1023028

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the Choir shall be to promote, improve, develop and maintain public education in, and appreciation of, the art and science of choral music in all its aspects by the presentation of public concerts and by such other ways as the Choir through its Committee shall determine from time to time.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Three public concerts were held during the financial year.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Three public concerts were held during the financial year. These gave the opportunity for the public to enjoy first-class music making. One concert comprised the European premiere of a new orchestral arrangement of Handel's <i>Messiah</i> , previously only performed in North America, thus providing additional opportunities for the public to appreciate fine music-making.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>During the 2021-22 season we had a loss of £975 on the General Fund, and with losses on other funds made a total loss of £1,533. In common with experiences of similar organisations post-pandemic, both choir numbers (and therefore subscriptions) and audience numbers were down. Fortunately, we have strong reserves and the loss is not an immediate problem.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>The reserves policy was reviewed at the beginning of the season to ensure no new financial risks had come to light since the previous issue of the policy was published. No new issues were raised and the reserves policy therefore continued unchanged, viz:</p> <p><i>To ensure that, in the event of unpredicted falls in revenue or increases in costs, the charity can both maintain current commitments and plan for the short- and medium-term future, the Trustees aim to maintain an emergency reserve of no less than £20,000. This includes the capital in the charity's endowment fund which was set up explicitly for emergency use.</i></p> <p><i>If reserve holdings (excluding any designated funds) at the end of every financial year exceed this sum, the surplus is deemed to be a discretionary reserve for investment in specific projects which cannot be funded within expected annual income. A maximum of £10,000 will be retained in discretionary reserves.</i></p> <p>At the end of 2021-22 we were broadly in line with this policy, having total reserves across the Endowment and General Funds of £60,155. This means that we have the emergency reserve of £20,000 and a balance of £40,155. However, as this includes shares, the market value of which can fluctuate, especially in current uncertain times, the total value of the balance has to be treated with caution. Also, in view of the continuing uncertainty we face as a result of the aftermath of the pandemic, it would clearly be imprudent to expend any of our reserves on 'specific projects' at this time pending the return of normality, or least a clearer view of</p>

		what normality will actually comprise in the future. The 'maximum' of £10,000 in discretionary reserves is being exceeded at present and we consider it prudent to do so.
Amount of reserves held	Para 1.22	£60,155
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution dated 28 November 2017 and amended on 31 December 2020
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	All trustees are elected by the members of the Choir at the Annual General Meeting

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Oxford Harmonic Choir
Other name the charity uses	
Registered charity number	1023028
Charity's principal address	22 Swinbourne Road Littlemore OXFORD OX4 4PQ



**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

**Additional information (optional)**

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

Type of adviser	Name	Address

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

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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**Other optional information**

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Amanda E. Towns</i>	<i>R. B. L.</i>
Full name(s)	AMANDA ELIZABETH TOWNSEND	RAINER BÜHLER
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY
Date	11/04/23.	

**OXFORD HARMONIC CHOIR**

Accounts  
*for the year ended*  
31 July 2022

Registered Charity No. 1023028

# OXFORD HARMONIC CHOIR

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2022

	Year ended 31 July 2022			Year ended 31/7/2021	
	General Fund £	Restricted Fund £	Endowment Fund £	Total £	Total £
<b>INCOME</b>					
<b>General:</b>					
Members' subscriptions (note 2)	20,003	-	-	20,003	-
Income tax recovered under Gift Aid	3,861	-	-	3,861	-
Donations	731	-	-	731	52
Fund raising events	60	-	-	60	-
Endowment funds awaiting transfer to shares	238	-	-	238	-
Surplus on sale/hire of scores	(81)	-	-	(81)	(75)
Bank deposit interest	124	-	-	124	182
Dividends	1,077	-	-	1,077	831
	<u>26,014</u>	<u>-</u>	<u>-</u>	<u>26,014</u>	<u>990</u>
<b>Concerts (note 3):</b>					
Ticket sales	13,532	-	-	13,532	-
Programme sales	631	-	-	631	-
Refund from bar company	-	150	-	150	-
Programme advertisement sales	63	-	-	63	-
Grant from the Josephine Baker Trust	-	-	-	-	-
	<u>14,227</u>	<u>150</u>	<u>-</u>	<u>14,377</u>	<u>-</u>
<b>TOTAL INCOME</b>	<u>40,241</u>	<u>150</u>	<u>-</u>	<u>40,391</u>	<u>990</u>

## SUMMARY

	Funds			Year ended 31 July 2021	
	General	Restricted	Endowment	Total	Total
<b>FUNDS brought forward at 31 July 2021</b>	30,986	350	30,352	61,688	61,089
	<u>30,986</u>	<u>350</u>	<u>30,352</u>	<u>61,688</u>	<u>61,089</u>
<b>Less:</b>					
<b>Income for the year, as above</b>	40,241	150	-	40,391	990
<b>Expenditure for the year</b>	(41,216)	(360)	-	(41,576)	(4,794)
<b>Funds transfer</b>	-	-	-	-	-
<b>Gain on revaluation of quoted investments</b>	-	-	(348)	(348)	4,404
<b>EXCESS OF INCOME OVER EXPENDITURE FOR THE YEAR</b>	<u>(975)</u>	<u>(210)</u>	<u>(348)</u>	<u>(1,533)</u>	<u>600</u>
<b>FUNDS carried forward at 31 July 2022</b>	<u>30,011</u>	<u>140</u>	<u>30,004</u>	<u>£60,155</u>	<u>£61,688</u>

## OXFORD HARMONIC CHOIR

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2022

	Year ended 31 July 2022		Year ended 31/7/2021	
	General Fund	Restricted Fund	Total	Total
	£	£	£	£
<b>EXPENDITURE</b>				
<b>Concert expenditure (note 3):</b>				
conductor's and soloists fees	6,505	-	6,505	-
orchestra fees	13,713	-	13,713	-
Performing Rights Society fees	346	-	346	-
hire of hall and staging, etc.	5,125	360	5,485	150
venue staff costs	-	-	-	-
hire of organ or keyboard	494	-	494	-
concert lighting	1,097	-	1,097	366
orchestral scores	1,406	-	1,406	-
printing and advertising	2,440	-	2,440	-
agent's commission on ticket sales	976	-	976	-
sundries	113	-	113	-
	<u>32,215</u>	<u>360</u>	<u>32,575</u>	<u>516</u>
<b>Other expenditure:</b>				
Rehearsal expenses				
conductor's fees	3,491		3,491	2,550
accompanist's fees	2,009		2,009	900
choral training	100		100	-
hire of rehearsal hall	2,207		2,207	-
	<u>7,807</u>		<u>7,807</u>	<u>3,450</u>
<b>Administration expenses:</b>				
Making Music insurance	502		502	497
Advertising & other expenses	187		187	12
Independent examiner's fee	-		-	-
Sundries	505		505	320
	<u>1,194</u>		<u>1,194</u>	<u>829</u>
				-
<b>TOTAL EXPENDITURE</b>	<u>41,216</u>	<u>360</u>	<u>41,576</u>	<u>4,794</u>

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**OXFORD HARMONIC CHOIR**
**BALANCE SHEET**  
**as at 31 July 2022**


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	31 July 2022	31/7/2021
	£	£
Quoted Investments, at market value:		
COIF Charities Investment Fund shares		
Endowment Fund	30,959	31,307
Debtors and prepayments	3,511	4,005
Balances at:		
Barclays Bank Community account:		
General Fund	8,468	10,850
COIF Charities Deposit Fund accounts:		
General Fund	5,438	4,567
Endowment Fund	10	10
United Trust Bank Ltd	11,429	11,314
	<u>59,814</u>	<u>62,053</u>
Deduct:		
Creditors and Liabilities	(132)	(365)
Accounts payable	473	-
	<u>473</u>	<u>-</u>
<b>NET ASSETS</b>	<u><u>£60,155</u></u>	<u><u>£61,688</u></u>
Representing:		
<b>FUNDS (page 2)</b>		
Unrestricted:		
General	30,011	30,986
Restricted		
Town Hall bar fund	140	350
	<u>30,151</u>	<u>31,336</u>
Endowment (note 4)	30,004	30,352
	<u><u>£60,155</u></u>	<u><u>£61,688</u></u>

Approved by the trustees of the Oxford Harmonic Choir at a committee meeting on 29 November 2022  
and signed on their behalf by

Chair

Secretary

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# OXFORD HARMONIC CHOIR

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2022

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### 1 ACCOUNTING POLICIES

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value other than quoted investments which are shown at market value.

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).

#### 1) Accounting Convention

The financial statements are prepared on the accruals basis.

#### 2) Fund Accounting

The charity has set up an endowment fund to accept donations and legacies for longer-term investment. The income of the fund can be used for general purposes but the capital can only be drawn down by specific decision of the Executive Committee.

Otherwise the charity maintains a single fund which represents unrestricted income and capital which is expendable at the discretion of the trustees in the furtherance of the objects of the charity.

### 2 MEMBERS' SUBSCRIPTIONS

The choir commenced its normal activities at the beginning of this financial year, albeit with smaller numbers, some members being unwilling to participate whilst Covid continued to circulate

### 3 LOSSES ON CONCERTS

The choir undertook a full season of three concerts in the financial period. Audience numbers were disappointing, due principally to ongoing nervousness about Covid transmission.

		Rheinberger Star of Bethlehem	Handel Messiah	Mozart Vespers etc.	Total
Receipts:	sales of tickets	6008	4660	2865	13532
	sales of programmes	219	234	179	631
	programme advertisements	21	21	21	63
		6248	4914	3065	14227
Expenses:	conductor's and soloists fees	1585	2340	2580	6505
	orchestra fees	4985	5149	3579	13713
	hire of hall and staging costs	2025	1640	1460	5125
	venue staff costs	-	-	-	-
	hire of keyboard	230	132	132	494
	hire of lighting	-	366	731	1097
	Performing Rights Society fees	346	-	-	346
	orchestral scores	513	678	215	1406
	printing and advertising	813	894	734	2440
	agent's commission on ticket sales	518	293	165	976
	sundries	38	38	38	113
		11051	11530	9634	32215
Total losses on the concerts		4,803	6,616	6,569	17,988

#### **4 ENDOWMENT FUND**

To compensate for the loss of grants from Oxford City Council and Arts Council England, the trustees decided in 2006 to set up an Endowment Fund to attract donations and legacies for longer-term investment.

The income of the fund is paid into the General Fund to support the Society's activities, but the capital can only be used in emergency by resolution passed by a two-thirds majority of the Executive Committee, notice of such resolution being given at least two weeks prior to the date of the meeting.

#### **5 COVID-19**

The global pandemic has continued to adversely affect our activities in the financial period. Choir numbers have fallen and audiences are still wary of attending concerts. This situation has affected many arts organisations and we can only hope for an improving situation as confidence returns.



Section A

Independent Examiner's Report

Report to the trustees of	Oxford Harmonic Choir		
On accounts for the year ended	31 <sup>st</sup> July 2022	Charity no (if any)	1023028
	1 – 5 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> July 2022.

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:	6 <sup>th</sup> December 2022
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Name:	Christopher H Nurse
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Relevant professional qualification(s) or body:	Chartered Accountant (ICAEW)
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Address:	TSH Professional Services Ltd
	89 High Street, Thame
	Oxfordshire OX9 3EH