

2021-22 Annual Report

Charity reference information

Charity name:	Sevenoaks Symphony Orchestra
Charity registration number:	1057071
Correspondence address:	63 Chesterfield Drive Riverhead Sevenoaks Kent TN13 2EQ
Trustees as at date of report:	Joanna Kiely – Chairman Michael Thompson – Treasurer Anne Webster - Secretary David Floyd – Librarian Charles Hebert – Membership Secretary Jonathan Jaggard Prosper Marr-Johnson Ian McLauchlan Rebecca Rogers Guy Saunders Elizabeth Crawford Usher
Additional trustees during the financial year reported:	Nicholas Thomas

Structure, governance and management

Sevenoaks Symphony Orchestra is governed according to its constitution as adopted on 5 June 1996 and revised in 2017. Sevenoaks Symphony Orchestra is unincorporated. Appointment of trustees is by election by Sevenoaks Symphony Orchestra members at the Annual General Meeting.

Reserves policy

It is the Sevenoaks Symphony Orchestra's policy to hold at least £15,000 in reserves for contingency purposes. To determine the size of the required reserves, we have considered the recommended charitable standard of approximately twice the "costs of the day" of producing a concert.

Objectives and activities

Objectives

As stated in the charity constitution:

The objects (hereinafter called "the objects") of the Society shall be to promote, improve, develop and maintain public education in and appreciation of the art and science of music, and in particular orchestral music, in all its aspects by the presentation of public concerts and recitals and by such other ways as the Society may from time to time decide; and for the general purposes of such charitable bodies or for such other purposes as shall be exclusively charitable as the Society may from time to time decide.

The charity has considered the public benefit of the objectives and activities of the orchestra. The giving of public concerts ensures that the benefits are available to the public. The concert ticket prices are such that these are not prohibitively expensive and in the case of the children's concert are significantly below cost in order to encourage

2021-22 Annual Report

attendance. In addition the £2 tickets for under 19's at the 3 main concerts have been widely taken up. These have risen from £1 per ticket following a pricing policy change by the Stag to include a £1 per ticket charge within the ticket price. The orchestra receives £1 for each of the £2 tickets sold.

Activities

Following the lifting of Covid 19 restrictions the orchestra was able to begin performing again. We took a measured approach to this, bearing in mind the time elapsed since our last performances and an anticipation that audience numbers would be lower than usual as some audience preferred to self isolate to some degree.

However we did perform four concerts: a standard concert in October followed by a November “concerto” concert featuring four different concertos and soloists. This allowed us to showcase new talent and provide opportunities to perform after the dry period of Covid. We then performed a concert in March and another in May.

Achievements and performance

This year due largely to a “post Covid” effect audience numbers were lower than usual leading to a larger than usual financial loss per concert. We were however extremely grateful to receive a substantial donation which as a result led to a net gain for the year.

It was notable that there was no noticeable “Covid” effect on membership – almost all members returned to the orchestra after Covid restrictions were lifted.

We have exited the year well placed to begin the 2022/23 season and hopefully build audiences back up.

Signed on behalf of the trustees

Michael Thompson

24 November 2022

Sevenoaks Symphony Orchestra

Annual Accounts for the Year Ended 31st August 2022

Statement of Financial Activity

Incoming Resources	Unrestricted Funds	Restricted Funds	Total 2021/22	Total 2020/21
	£	£	£	£
Incoming Resources from Charitable Activities - Concert Income				
Season Tickets	315	-	315	-
Tickets	9,603	-	9,603	-
Total Concert Income	9,918	-	9,918	-
Voluntary Income				
Patrons and Other Donations	18,262	-	18,262	2,392
Members Subscriptions	7,027	-	7,027	-
Other	381	-	381	19
Investment Income - Interest	11	-	11	15
Total Incoming Resources	35,599	-	35,599	2,426
Expended Resources				
Conductor	7,180	-	7,180	1,100
Soloist	2,600	-	2,600	-
Leader	3,270	-	3,270	116
Professional Assistance	3,365	-	3,365	-
Music Hire	1,011	-	1,011	750
Rehearsal Hall	1,374	-	1,374	105
Concert Hall	4,725	-	4,725	480
Printing & Publicity	1,549	-	1,549	100
Programmes	921	-	921	-
Administration & Memberships	431	-	431	612
Card Payment Fee	39	-	39	13
Other	381	-	381	-
Total Resources Expended	26,846	-	26,846	3,276
Net Incoming Resources	8,753	-	8,753	(850)
Total Funds Brought Forward	39,840	250	40,090	40,940
Total Funds Carried Forward	48,593	250	48,843	40,090

Sevenoaks Symphony Orchestra

Annual Accounts for the Year Ended 31st August 2022

Balance Sheet as at 31st August 2022

	Note No.	Unrestricted Funds £	Restricted Funds £	Total 2021/22 £	Total 2020/21 £
Fixed Assets	8	-	-	-	-
Current Assets					
Debtors & Prepayments	9	2,799	-	2,799	326
Cash at bank and in hand		47,034	250	47,284	40,599
Total Current Assets		<u>49,833</u>	<u>250</u>	<u>50,083</u>	<u>40,925</u>
Creditors: amounts falling due within one year	10	<u>1,240</u>	<u>-</u>	<u>1,240</u>	<u>835</u>
Net Current Assets/Liabilities		<u>48,593</u>	<u>250</u>	<u>48,843</u>	<u>40,090</u>
Net Assets		<u>48,593</u>	<u>250</u>	<u>48,843</u>	<u>40,090</u>
Funds of the Charity					
Unrestricted Funds		48,593		48,593	39,840
Restricted Funds - (Cello Fund)			250	250	250
Total Funds		<u>48,593</u>	<u>250</u>	<u>48,843</u>	<u>40,090</u>

Signed by Michael Thompson, Treasurer
on behalf of all the Trustees

.....
Signature

.....
Name

.....
Date of Approval

Sevenoaks Symphony Orchestra

Annual Accounts for the Year Ended 31st August 2022

Notes to the Accounts

1 Basis of Preparation

1.1 Basis of Accounting

These accounts have been prepared on the basis of historic cost in accordance with; Accounting and Reporting by Charities - Statement of recommended Practice (SORP 2005), Accounting Standards and with the Charities Act 1993

There has been no change in the basis of accounting since last year and no changes have been made to the accounts for previous years other than the inclusion of Balance Sheet figures which had been prepared but not previously reported.

2 Accounting Policies

2.1 Incoming Resources

Incoming Resources are included in the Statement of Financial Activities (SOFA) when SSO becomes entitled to them, the trustees are virtually certain they will receive the resources and the monetary value can be measure with sufficient reliability.

Concert income is recognised in the concert season to which that income relates.

Income from concerts and the related expenditure are reported gross in the SOFA

Grants and donations are only included in the SOFA when the charity is unconditionally entitled to the resources. Incoming resources from tax reclaims are included in the SOFA when received.

2.2 Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.3 Assets

Tangible fixed assets for use by the charity are capitalised if they can be used for more than one year and cost more than £500.

3 Detailed Analysis of Incoming Resources and Resources Expended

Details of concert income and expenditure, analysed by individual concert is given in Appendix A to these accounts

4 Trustee remuneration, benefits and expenses

No trustees receive remuneration or benefits

One or more of the trustees has claimed expenses or had their expenses met by the charity

Expenses claimed for Travel	2021/22	2020/21
Number of trustees	0	0
Total claimed	£ 0	0

Trustees have been reimbursed for costs properly incurred in delivering the charitable activities of the Orchestra, including costs of hiring music, advertising and promoting concerts and providing flowers for soloists etc.

5 Related party transactions

There were no related party transactions requiring disclosure.

Sevenoaks Symphony Orchestra

Annual Accounts for the Year Ended 31st August 2022

Notes to the Accounts

6 Fees for Examination of the Accounts

	2021/22	2020/21
	£	£
Independent Examiner's fees for reporting on the accounts	<u>None</u>	<u>None</u>
Other fees paid to the Independent Examiner	<u>None</u>	<u>None</u>

7 Paid Employees

The charity has no paid employees.

8 Tangible Fixed Assets

The Orchestra owns a set of second hand Timpani, music stands and concert display boards, which have been held for some time and fully written off since acquisition.

The Trustees estimate the original value of the Timpani to have been about £1000 and the aggregate value of the other equipment, £1,200 in total.

The orchestra also owns a set of cymbals which are valued at below the capitalisation threshold

Future acquisitions of fixed assets in excess of £500 will be capitalised and depreciated at appropriate rates.

9 Debtors and Prepayments

	2021/22	2020/21
	£	£
Debtors		
Ticket sales	1,745	86
Prepayments		
Audience refreshments	91	-
Printing & publicity	93	-
Stag concert deposits	870	240
	<u>2,799</u>	<u>326</u>

10 Creditors and Accruals

	2021/22	2020/21
	£	£
Creditors		
HMRC Gift Aid over claimed	400	400
Professional assistance	95	-
Music	89	-
Deferred Income		
Season tickets and tickets	656	435
	<u>1,240</u>	<u>835</u>

11 Other Income

	2021/22	2020/21
	£	£
Easy fundraising	241	19
Teas	140	-
Total	<u>381</u>	<u>19</u>

12 Other expense

	2021/22	2020/21
	£	£
Gift, flowers for Soloist	109	-
Audience refreshments	204	-
Alcohol license at St Nicholas concert venue	21	-
Christmas rehearsal refreshments	47	-
Total	<u>381</u>	<u>-</u>

Sevenoaks Symphony Orchestra - APPENDIX A

Detailed Statement of Financial Activities for the Year Ended 31st August 2022

	Subscription Concerts and Development of Repertoire				Other Concerts		Total 2021-22	Total 2020-21
	Winter 2021	Spring 2022	Summer 2022	Repertoire	Concerto	Soiree		
Incoming Resources from Charitable Activities								
Concert Income								
Season Tickets	315	-	-	-	-	-	315	-
Tickets	2,859	1,606	2,609	-	2,529	-	9,603	-
Programmes	-	-	-	-	-	-	-	-
Income share	-	-	-	-	-	-	-	-
Concert Fee	-	-	-	-	-	-	-	-
Sponsorship	-	-	-	-	-	-	-	-
Advertisements	-	-	-	-	-	-	-	-
Total Concert Income	3,174	1,606	2,609	-	2,529	-	9,918	-
Resources Expended on Charitable Activities								
Conductor	1,360	2,020	1,580	220	1,250	750	7,180	1,100
Soloist	500	500	400	-	1,200	-	2,600	-
Leader	645	819	761	-	645	400	3,270	116
Professional Assistance	705	1,585	590	-	485	-	3,365	-
Music Hire	140	87	89	-	695	-	1,011	750
Rehearsal Hall	210	525	280	70	70	219	1,374	105
Concert Hall	1,620	525	960	-	1,620	-	4,725	480
Instrument Hire	-	-	-	-	-	-	-	-
Printing & Publicity	285	319	303	139	501	-	1,549	100
Programmes	186	209	261	58	207	-	921	-
Administration	46	46	46	46	46	-	231	337
Card Payment Fees	8	8	8	8	8	-	39	13
Subscriptions	40	40	40	40	40	-	200	275
Charity Donation	-	-	-	-	-	-	-	-
Other	34	115	181	9	41	-	381	-
Total Expenditure on Charitable Activities	5,780	6,798	5,500	590	6,808	1,369	26,846	3,276
Concert Shortfall for the Year	(2,606)	(5,192)	(2,891)	(590)	(4,279)	(1,369)	(16,928)	(3,276)
Other Income								
Patrons and Other Donations							18,262	2,392
Members Subs							7,028	-
Sundry Donations							-	-
Interest							11	15
Tax Recoveries							-	-
Grants							-	-
Other							381	19
Total Other Income							25,681	2,426
Net Incoming Resources for the Period							8,753	(850)
Unrestricted Funds Brought Forward as at 31st August 2020							39,840	40,690
Unrestricted Funds Carried Forward as at 31st August 2021							48,593	39,840



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Sevenoaks Symphony Orchestra

**On accounts for the year
ended**

31st August 2022

**Charity no
(if any)**

1057071

Set out on pages

1 to 5

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2022.

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 (other than that disclosed below *) 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:

[Signature box]

Date:

24/11/2022

Name:

J A E SIMMONDS

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

RETIRED CHARTERED ACCOUNTANT

Address:

24 GARTH ROAD

SEVENOAKS

KENT TN13 1RU

Section B**Disclosure**

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.