



## TRUSTEES REPORT

Year ended 31 July 2024

### Structure

The Society is constituted as a Registered Charity No.296537 and shall conform to the Charities Act and the rules and requirements of the Charity Commission. As of 2014 the address of the Society is: 48 Lakeside, Earley, Reading RG6 7PQ.

The Trustees of the Society are the Chairman, Dr Frances Jones; Vice-Chairman, Mrs Jacqueline Baines; Secretary, Ms Katharine Henson and Treasurer, Mrs Alison Fyffe. The Society is a small charity and as such is not registered at Companies House.

### Management

The Society shall be administered by a Committee consisting of a Chairman, a Vice-Chairman, a Secretary, a Treasurer and up to six ordinary members. The Musical Director and Leader of the Orchestra shall be ex-officio members of the Committee. The Committee may co-opt new members as necessary. The Committee shall fulfil such functions as necessary to ensure the smooth running of the Society. It shall hold sufficient minuted meetings to complete business in hand. The quorum for such meetings shall be a total of half the Committee plus one, of whom one must be Chairman, Vice-Chairman or Secretary. Minutes shall be available to Society members on request and a resumé of meetings shall be routinely available to members.

### Objectives and Activities

The principal aim of the Society is to promote within the community of Windsor and Maidenhead and district enjoyment of and education in music by rehearsal and public performance of orchestral music. Provided financial support is available, the Society also holds an annual competition open to young musicians to encourage skills in performance and the opportunity to take part in public concerts organised by the Society. The Society holds a minimum of three public concerts per annum, and occasionally cooperates with other societies with similar aims in further public performances. The Society has also given concerts in aid of local charities.

### Financial governance

An Annual General Meeting (AGM) shall be held before the end of December. Members shall be notified in writing at least three weeks in advance and sent copies of the agenda.

The business of the AGM shall be

- a) to receive annual reports and accounts
- b) to elect officers and ordinary members of the Committee
- c) to fix subscription rates
- d) to transact such other business as may be required

Subscriptions may be charged as needed at a rate to be fixed at a General Meeting. The financial year shall end on 31<sup>st</sup> July. A bank account shall be held in the name of the Society. Online payments shall be authorised and cheques shall be signed by two officers, one of whom will be the Treasurer. The Society may receive donations and grants. Tickets for concerts may be offered for sale to the public.



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At an EGM held on 11<sup>th</sup> June 2024 it was agreed to change the charitable structure of the Society to a Charitable Incorporated Organisation. This will be progressed through the financial year with the transfer of assets to the new charitable structure planned to take place at year-end.

### Review of activities for the financial year

The Windsor & Maidenhead Symphony Orchestra performed four concerts during its 2023 – 2024 season. The first comprised chamber items from the orchestra's string players, wind players and brass players, held at All Saints Church, Boyn Hill, Maidenhead, on 14<sup>th</sup> October 2023. The following day it held the Finals Day of its annual Young Musician Concerto Competition, at St Piran's in Maidenhead. Selected from 63 applicants, eight young players performed in the Final. The winner was 18-year-old Maddie Stewart who performed on the saxophone.

On 18<sup>th</sup> November 2023, the orchestra performed Verdi's Requiem with members of the Royal Free Singers and Maidenhead Choral Society in the Baylis Theatre at Braywick Leisure Centre. The orchestra's spring concert was held on 9<sup>th</sup> March 2024 at St Mary's Church, Maidenhead. The first half of the programme was set in South America, with Villa-Lobos's Little Train of the Caipira followed by Ginastera's Harp Concerto, performed by a finalist from the orchestra's Young Musician Competition in 2022, Jamaal Kashim. The second half of the concert was a performance of Elgar's Symphony No. 1.

WMSO's summer concert was held on Sunday afternoon 16<sup>th</sup> June at Newbold Church in Binfield. The orchestra performed Walton's Johannesburg Festival Overture, Rachmaninov's Piano Concerto No. 2 with pianist Ryan Wang, winner of the WMSO Young Musicians' Competition in 2022, and extracts from Tchaikovsky's ballet Swan Lake.

Date agreed 17th October 2024

FRANCES JONES (Chairman)

JACQUELINE BAINES (Vice-Chairman)

KATHARINE HENSON (Secretary)

ALISON FYFFE (Hon Treasurer)

# WINDSOR & MAIDENHEAD SYMPHONY ORCHESTRA

## STATEMENT OF ACCOUNTS FINANCIAL YEAR 2023-24

### BALANCE SHEET

All figures in £

	At 31/07/23	31/07/24
<b>ASSETS</b>		
<b>Fixed assets:</b>		
Acoustic screens and stands	416.54	333.24
Timpani	1,950.00	2,235.00
<b>Current assets:</b>		
<b>Cash at bank and in hand</b>		
Cash/cheques in hand	0.00	0.00
Current account	7,533.78	6,578.07
Deposit account	1,052.67	1,065.75
Savings account	28,683.30	32,691.55
<b>Other current assets</b>		
Expenses relating to next year – YMCC Oct 2024	111.98	1,165.58
Loan to WMSO Productions Ltd	8,177.51	5,056.59
<b>Debtors</b>		
Acoustic screen hire	0.00	40.00
Easyfundraising income due	32.31	26.21
Gift aid claimed but not paid	0.00	0.00
Subscriptions due	0.00	0.00
<b>Total assets</b>	<b>47,958.09</b>	<b>49,191.99</b>
<b>LIABILITIES</b>		
Accounts payable	79.09	0.00
Grant relating to next year <sup>1</sup>	3,000.00	2,500.00
Income relating to next year – YMCC Oct 2024 <sup>2</sup>	3,150.00	1,000.00
P&P for WMSO @50 books owed to FJ	15.00	5.00
<b>Total liabilities</b>	<b>6,244.09</b>	<b>3,505.00</b>
<b>NET ASSETS (assets less liabilities)</b>	<b>41,714.00</b>	<b>45,686.99</b>
<b>SOCIETY FUND</b>		
Balance at start of year	42,358.98	41,714.00
Surplus for the year	-644.98	3,972.99
<b>SOCIETY FUND AT YEAR END</b>	<b>41,714.00</b>	<b>45,686.99</b>

#### NOTES:

- £2,500 from Louis Baylis Trust for Young Musician Concerto Competition Oct 2024
- Competitors' fees

Signed - Alison Fyffe (Hon. Treasurer)



#### Report of the Independent Examiner

I have examined the accounts set out on pages 1 to 5 on the basis of an examination of the Society's accounting records and of explanations given to me. I confirm that the accounts agree with the Society's accounting records, which in my opinion comply with the requirements of the Charity Commission. No other matters have come to light which in my opinion prevent a proper understanding of the accounts.



11 September 2024

Steve Edwards  
Hon. Independent Examiner

# WINDSOR & MAIDENHEAD SYMPHONY ORCHESTRA

## STATEMENT OF ACCOUNTS FINANCIAL YEAR 2023-24

### INCOME AND EXPENDITURE ACCOUNT

All figures in £

	FINANCIAL YEAR 2022-23	FINANCIAL YEAR 2023-24
<b>INCOME</b>		
Concert account (see page 3)	9,385.81	10,472.10
50th anniversary celebration	680.00	0.00
Acoustic screens hire	0.00	160.00
Amazon Smile income <sup>1</sup>	18.41	0.00
Bank interest	607.34	1,021.33
EasyFundraising income	129.30	49.18
Friends of the orchestra	140.00	100.00
Gift aid	1,423.06	1,708.84
Grants for specific use <sup>2</sup>	5,000.00	4,500.00
Member and other donations/grants	59.00	0.00
Subscriptions	6,910.00	7,325.00
Weekly refreshments	182.92	176.59
WMSO Jubilee Fund	485.25	0.00
WMSO @50 book donations towards printing costs	827.37	0.00
WMSO @50 book sales	637.11	344.47
Young Musician Concerto Competition <sup>3</sup>	1,447.00	5,880.24
<b>TOTAL INCOME</b>	<b>27,932.57</b>	<b>31,737.75</b>
<b>EXPENSES</b>		
Concert account (see page 3)	18,341.91	17,621.95
50th anniversary celebration	4,928.66	0.00
Depreciation - capital equipment	473.30	548.30
Equipment purchase - non capital	70.80	2,367.50
Expenses officers and committee	375.00	77.99
Expenses relating to previous year	22.50	0.00
Insurance, PRS and subscription to MM	630.35	688.11
Miscellaneous <sup>5</sup>	0.00	98.36
Publicity, printing and distribution	86.04	79.31
Web hosting	74.37	56.38
WMSO @50 book expenses	1,657.14	0.00
Young Musician Concerto Competition	1,917.48	6,226.86
<b>TOTAL EXPENDITURE</b>	<b>28,577.55</b>	<b>27,764.76</b>
<b>SURPLUS/DEFICIT</b>	<b>-644.98</b>	<b>3,972.99</b>

#### NOTES:

1. Amazon Smile reward scheme has been discontinued
2. Includes £2,000 from Louis Baylis Trust for C1 Nov 23 and £2,500 from Louis Baylis Trust for C2 Mar 24
3. Includes £1,000 grant from Prince Philip Trust fund
4. Includes a set of music stands for rehearsals, carry cases and bags for acoustic screens, podium for Music Director and cover for timpani
5. Prize (music vouchers) awarded to winner of Dolphin School House Music competition

# WINDSOR & MAIDENHEAD SYMPHONY ORCHESTRA

## STATEMENT OF ACCOUNTS FINANCIAL YEAR 2023-24

### CONCERT ACCOUNT

All figures in £

INCOME	FINANCIAL YEAR 2022-23				FINANCIAL YEAR 2023-24				
	Repertoire				Chamber				
	C1 (Nov)	C2 (Mar)	C3 (Jun)	TOTAL	Concert	C1 (Nov)	C2 (Mar)	C3 (Jun)	TOTAL
<b>Ticket sales</b>									
Sales on the door via Zettle/Sumup	479.41	842.86	608.16	1,930.43	319.30	900.94	397.91	353.70	1,971.85
Cash sales on the door	54.00	36.00	54	144.00	185.00	160.00	40.00	125.00	510.00
Online ticket sales (net)	1,037.46	3,222.81	1,285.14	5,545.41	512.78	3,761.09	1,321.49	2,809.59	8,404.95
Orchestra ticket sales at rehearsal (net)	454.34	740.85	435.78	1,630.97	56.50	479.86	441.57	469.58	1,447.51
<b>Total Ticket Sales</b>	2,025.21	4,842.52	0.00	2,383.08	1,073.58	5,301.89	2,200.97	3,757.87	12,334.31
Programme advertisements	45.00	60.00	30	135.00	30.00	15.00	30.00	30.00	105.00
50% of sales income paid to Royal Free Singers for joint concert <sup>1</sup>						-1,967.21			-1,967.21
<b>Total income</b>	2,070.21	4,902.52	0.00	2,413.08	1,103.58	3,349.68	2,230.97	3,787.87	10,472.10
<b>EXPENDITURE</b>									
<b>WMSO promotional expenditure</b>									
Incidentals including advertising	49.00	261.34	92.6	402.94	41.98	43.20	20.94	145.07	251.19
Printing posters	60.75	57.30	57.5	175.55		123.94	64.97	126.50	315.41
Printing programmes	220.50	774.00	285	1,279.50	235.00	243.00	315.00	452.50	1,245.50
<b>Other WMSO expenditure</b>									
WMSO contribution to RFS concert expenditure <sup>1</sup>				0.00		688.93			688.93
<b>Total WMSO promotional expenditure</b>	330.25	1,092.64	0.00	1,857.99	276.98	1,099.07	400.91	724.07	2,501.03
<b>Concert and rehearsal expenditure (WMSO Productions Ltd.)</b>									
Concert extras - incl. preconcert day rehearsal fees	750.00	1,179.00	300.00	2,229.00		203.40	1,106.90	510.00	1,820.30
Concert venue hall hire	942.00	1,450.00	500.00	2,892.00	200.00	1,525.00	942.00	810.00	3,477.00
Instrument hire and tuning	45.00	1,730.00	35.00	1,810.00		25.00	60.00	210.00	295.00
Leader of the orchestra	630.00	690.00	750.00	2,070.00	330.00	450.00	810.00	690.00	2,280.00
Music director incl. expenses	1,820.00	1,980.00	140.00	5,900.00	1,785.00	1,485.00	2,085.00	2,085.00	7,440.00
Music scores inc. copying & stationery	1,506.01	960.33	1,024.87	3,491.21	42.49	62.19	665.42	424.19	1,194.29
Rehearsal hall hire	693.00	800.37	110.00	2,373.37	341.00	539.00	880.00	803.00	2,563.00
Soloists	0.00	1,000.00	400.00	1,400.00					0.00
Administration costs <sup>2</sup>	32.33	32.33	32.34	97.00	7.00	25.33	32.33	32.34	97.00
Making Music fee for preparing OTR claim	241.66	321.61	224.73	788.00	95.78	0.00	246.57	209.33	551.68
Orchestra tax relief claimed from HMRC <sup>4</sup>	-2,013.80	-2,680.07	-1,872.79	-6,566.66	-798.15	0.00	-2,054.75	-1,744.45	-4,597.35
<b>Total expenditure incurred via WMSO Productions<sup>3</sup></b>	4,646.20	7,463.57	250.00	16,483.92	2,003.12	4,314.92	4,773.47	4,029.41	15,120.92
<b>Total expenditure</b>	4,976.45	8,556.21	250.00	18,341.91	2,280.10	5,413.99	5,174.38	4,753.48	17,621.95
<b>Surplus/deficit by concert</b>	-2,906.24	-3,653.69	-250.00	-8,956.10	-1,176.52	-2,064.31	-2,943.41	-965.61	-7,149.85

#### NOTES:

- Balancing numbers to ensure even distribution of income and expenditure with RFS
- Bank charges and Companies House annual registration fee
- Commissioning fee paid to WMSO Productions
- OTR cannot be claimed on C1 because it was a choral concert which is outside the scope of the scheme

# WINDSOR & MAIDENHEAD SYMPHONY ORCHESTRA

## STATEMENT OF ACCOUNTS FINANCIAL YEAR 2023-24

TICKET SALES (NUMBERS)	2022-23			TOTAL	2023-24			TOTAL	
	C1 (Nov)	C2 (Mar)	C3 (Jun)		Chamber Concert	C1 (Nov)	C2 (Mar)		C3 (Jun)
Card sales on the door	30	52	38	120	17	50	21	26	114
Cash sales on the door	2	2	3	7	10	8	2	9	29
Pre-booked sales via LBO	59	204	76	339	30	205	67	230	532
Orchestra ticket sales at rehearsal	32	49	26	107	3	31	28	42	104
RFS ticket sales at rehearsal						69			69
<b>TOTAL TICKET SALES</b>	<b>123</b>	<b>307</b>	<b>143</b>	<b>573</b>	<b>60</b>	<b>363</b>	<b>118</b>	<b>307</b>	<b>848</b>
Complimentary	14	31	13	58	6	14	13	16	49
<b>GRAND TOTAL INCLUDING COMPS</b>	<b>137</b>	<b>338</b>	<b>156</b>	<b>631</b>	<b>66</b>	<b>377</b>	<b>131</b>	<b>323</b>	<b>897</b>

All figures in £

	Purchase price 16/10/18	Book Value 31/07/23	Depreciation (straight line basis)	Depreciation this year	Net Value 31/07/24
<b>Acoustic Shields with stands<sup>1</sup></b>					
Curved acoustic screens with stands (4)	458.12	229.07	10%	45.81	183.26
Flat acoustic screens with stands (4)	374.92	187.47	10%	37.49	149.98
<b>Total Acoustic Shields and Stands</b>	833.04	416.54		83.30	333.24
	Estimated value	Book Value 31/07/23	Depreciation (straight line basis)	Depreciation this year	Net Value 31/07/24
<b>Timpani - Premier Concert Series:<sup>2</sup></b>					
25" Copper	1,500.00	750.00	10%	150.00	600.00
28" Copper	1,600.00	800.00	10%	160.00	640.00
22.5" Fibreglass	800.00	400.00	10%	80.00	320.00
<b>30" Timpani Drum<sup>3</sup></b>	750.00	750.00	10%	75.00	675.00
<b>Total Timpani</b>	4,650.00	2,700.00		465.00	2,235.00
<b>Total values in these accounts</b>	<b>5,483.04</b>	<b>3,116.54</b>		<b>548.30</b>	<b>2,568.24</b>

## Notes

1. Descriptors changed Jul 2024 to accurately reflect items
2. Premier Concert Series timpani valued at 8<sup>th</sup> November 2018
3. 30" timpani drum purchased from Reading Youth Orchestra Feb 2024, estimated value is purchase price

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