

CHESTERFIELD PHILHARMONIC CHOIR

The Annual Report and Financial Statements of the Chesterfield Philharmonic Choir



The CHESTERFIELD PHILHARMONIC Choir

1 August 2021 – 31 July 2022

CHESTERFIELD PHILHARMONIC CHOIR
ANNUAL REPORT and FINANCIAL STATEMENTS

For the year ended
31 July 2022

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CHESTERFIELD PHILHARMONIC CHOIR

ANNUAL REPORT

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name: The Chesterfield Philharmonic Choir.

Registered charity number: 500561.

Charity's principal address

Woodland Villas, 48 Queen Victoria Road, Sheffield, S17 4HT

Trustees

The trustees listed below have served in office from the Annual General Meeting in October 2021, as stated below.

The Management Committee comprised the following members:

Chair	Mrs. Angela Walker
Secretary	Mrs. Susan Myatt
Treasurer	Dr. Mark Jarvis
Musical Director	Mr. Steven Roberts
Choir Representative	Mrs. Janet Medforth
Member	Prof. Miguel Cámara
Member	Mr. Peter Jones
Member	Mrs. Lynda Mitchell
Member	Mrs. Dodie Rutherford
Member	Mr. Neil Abdy
Member	Mrs. Alison Sykes
Member	Mrs. Susan Walker (Deputy Chair)

Independent Examiner

Mr. Paul Timperley, 15, The Grange, Ashgate, Chesterfield S42 7PS

Bankers

CafCash Limited, Kings Hill, West Malling, Kent ME19 4TA

CHESTERFIELD PHILHARMONIC CHOIR

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is regulated by the Order of 9th July 2002 made by the Charity Commission and the Constitution and Rules adopted on 11th July 2002, as amended on 13th October 2016 and accepted by the Charity Commission.

Management of the Charity

The Management Committee

The management committee is the governing body of the Chesterfield Philharmonic Choir and consists of all the appointed trustees of the Charity, which, under the constitution rules, must number at least six and no more than twelve. All trustees, with the exception of the Musical Director, seek election / re-election each year at the Annual General Meeting. The Committee has functioned as a cohesive and hardworking team throughout the year, leading the Choir back from Covid restrictions to full rehearsals and performances in a safe environment while remaining Covid aware.

Governance

The Trustees worked throughout the year to ensure the Choir's smooth functioning, with regular formal and informal meetings to ensure continuing effective management of the charity. Four full Committee meetings were held between September 2021 and August 2022. The Committee decided to continue to meet on Zoom, resulting in all members being able to access it.

Financial Management

The Committee reviewed financial matters at each full Committee meeting, when the Treasurer presented the current state of the charity's finances and provided a financial forecast for the remainder of the year, with the implications being considered and discussed. Budget forecasts are normally made on a conservative estimate of likely tickets sales and overheads to ensure financial viability. Fortunately, the Choir finances remain sound and the return to rehearsals and concert performance was achieved smoothly and effectively.

The accounts are presented annually to the membership for discussion at the Annual General Meeting, and are ratified following independent examination.

Risk Management

The Risk Management Strategy and Process is overseen by a subcommittee which identifies and manages the various risks to the Charity on an ongoing basis. Whilst the formal group did not meet in person during the reporting year, it continued to monitor events. The return of the Members was underpinned by Covid awareness, with a robust approach being taken to mitigating the risks; most of the Members being over 60 and in the increased risk group. The Committee worked in partnership with the rehearsal venue and its own Covid guidelines. The proactive strategy to mitigate risk of infection continued in all rehearsals, with any members not feeling well or testing Covid positive asked not to attend, maintaining good ventilation of the rehearsal room and with increased space between the seats.

OBJECTIVES AND ACTIVITIES

Objects of the Charity

The objects of the Charity, as set out in the Rules, shall be the rehearsal and public performance of a wide range of music in order to enhance the musical skills, knowledge and appreciation of members, participants and audiences.

CHESTERFIELD PHILHARMONIC CHOIR

Activities of the Charity

In considering and agreeing the activities of the choir, the Trustees are mindful of the Charity Commission's guidance on public benefit. Subject to a successful audition with the Musical Director, membership of the Choir is open to all.

The Choir rehearses weekly between September and the beginning of July, combining technical exercises to enhance vocal skills with learning various parts for the chosen concert pieces, and refining these to concert performance level.

In September 2021, approximately three-quarters of the members returned to weekly rehearsals and this number gradually increased as members became more confident about post-Covid arrangements. By January 2022 we were almost back to full attendance and by July 2022 there were 90 members on the books. The initial emphasis was on re-establishing singing voices and being able to hear and blend in with the other parts. The lively chatter before and after rehearsal and at coffee break conveyed that members were glad to be back together and really appreciated the social aspects of choir membership as well as the singing.

Concert programmes are devised by the Musical Director to challenge the choir, engage with the audience and to develop and educate them through the choice and combination of music performed. This educational activity is enhanced through programme notes and introductions to the individual pieces by the Musical Director and professional musicians who perform with us.

The choir officially became the Concert Choir in Residence at our main performance venue, St. Mary and All Saints Parish Church, [the 'Crooked Spire' church]. This further cements a positive relationship with the Church, built up over many years.

ACHIEVEMENTS AND PERFORMANCES

The 2020 Choral Day, postponed until June 2022, welcomed over 100 participants with many familiar faces and friends meeting up again. A key factor in the continuing success of the choir is the strong sense of community, which was particularly important during the national Covid lockdowns. The positive aspects of belonging to a choir are well documented in published research. Re-establishing the community and friendships within the Choir, caring for and supporting each other, especially our more vulnerable members, continued as we returned to meeting in person.

This year four very different concerts were delivered this year in Chesterfield, showcasing the choir's versatility and a wide range of musical genres, reached out to new audiences; the timing of winter afternoon concerts in November and December proved to be popular. In July 2022 the Choir performed at Bridlington Priory which extended into a weekend away for 45 choir members, very much enjoyed by all who went.

The Choir Committee recognised that the public might be anxious about attending concerts post-Covid. The Choir's November charity concert "Hear our Song" was the first performance for 18 months and was aimed at encouraging regular concert goers to return to live music. The cost of entry was limited to £5 with all ticket proceeds being donated to a local Charity Ashgate Hospice in need of funds, resulting in a donation of £600.

Another significant milestone was the performance of Handel's Messiah with a professional orchestra in Spring 2022 to a packed audience. In view of international events, the evening started with the singing of "Prayer for Ukraine" in their own language.

Long service: Some participants have been members for a good number of years. We recognised and subsequently celebrated Gwen and Tony Hallam's 60 years of membership and their significant contribution to the Choir.

CHESTERFIELD PHILHARMONIC CHOIR

Promotion of the Choir: The Choir website is kept up to date by David Oliver who records current news, concert information and events, including videos and photographs of our activities. We are very grateful to him for that service. Concerts are advertised with posters, handouts and additional social media outlets. We still need a publicity manager to take on the wider specialist role.

The Jim Goldsmith Awards: Presented at the Annual General Meeting in October 2021.

Musical contribution: Awarded by the Musical Director for outstanding musical contribution throughout the year. This was presented to Jim Schar for his willingness to fill in as an exemplary temporary accompanist at short notice.

Members' member: Awarded by the members' individual votes to the person who has made an outstanding contribution to the Choir. This was presented to Neil Abdy for his commitment and support to fellow choir members during the Pandemic, including regular shopping in all weathers for those unable to leave their homes.

Choir Ambassador: Awarded by the Committee to the member who has represented and raised the profile of the choir. This was presented to Kate Hale who designed and made unique Christmas decorations on a different theme every year for the Choir's display at the local Christmas Tree Festival, which attracted over 16,000 visitors in two weeks.

Life Membership - None awarded this year.

Benefit and detriment

The Charity Commission requires the Choir to balance the benefits of the Charity against any detriment or harm that might arise in carrying out our aims. The Choir can be proud of the positive steps taken to re-establish its regular rehearsals and performances following the very serious pandemic. The Trustees have not been able to identify any detriment or harm.

Chair's statement

This report is prepared on behalf of the Trustees to outline the Choir's activities and achievements and how these have met the aims and objectives of the Constitution and our Charitable status. It is addressed to the Choir Members and the public at large. The fulfilment of the objects and strategic objectives are amply demonstrated in the activities reported this year and as we emerged from the pandemic.

On behalf of the Choir, I wish to record a very special 'thank you' to our Musical Director Steven Roberts for facilitating and leading our weekly rehearsals. His enthusiasm and wide-ranging professional skills and personality enthuse and drive the concert preparation and the high standard of performance for which the choir is rightly known. It gives Choir members a real sense of achievement and enjoyment at every concert performance. His role was particularly challenging towards the end of the season when our accompanist was absent through ill health and subsequently needed to resign, and Steven was obliged to lead the Choir from the piano for most of the rehearsals.

In addition to our Musical Director, we are fortunate to have an experienced, efficient and hardworking Committee who bring considerable knowledge and skills from their current and previous professional roles to the Choir and its management. Thanks are due to all those who contribute in any way to the successful running of the Choir.



Sue Walker, Chair - 9th May 2023

ANNUAL FINANCIAL STATEMENTS

Presentation of Accounts

In previous years the accounts have been presented on an accruals basis following the latest SORP set out by the Charity Commission. Accounts set out on this basis need to have an independent assessment carried out by a suitably qualified individual. Regrettably our usual independent assessor has been unable to continue in this role and the alternative we have appointed is not qualified to assess accruals accounts. Accordingly, the accounts this year have been prepared on an income and expenditure basis which allows for the chosen individual to undertake the assessment. The 2020-21 figures have been re-presented as income and expenditure to allow for direct comparison.

Reserves Policy

The Trustees maintain a Reserves Policy which was reviewed and updated in 2018-19. The policy provides a framework for managing the charity's finances and planned expenditure through seeking to:

- ensure financial continuity in the event of a large variation in income.
- maintain a positive cash flow, particularly before concerts.
- meet standing contractual forward commitments, including notice periods for the Musical Director and the accompanist.
- cover specific future projects as they are agreed. Such projects may be high profile, high-cost concerts, or other activities the trustees (committee) choose to undertake to raise the profile of the choir.

We aim to maintain a minimum reserve level of £8,500 at the end of each financial year. Where a concert programme with greater than average costs is planned in the following season, or a single higher cost concert is planned early in the season, before annual membership fees have been collected, we may set a higher level temporarily. Prior to any concert or major expense, the reserve level should be sufficient to cover the costs of the concert or activity without income from ticket sales, as well as on-going contractual payments. The policy also identifies actions for the trustees to ensure that it is adhered to. The next review is planned in a year.

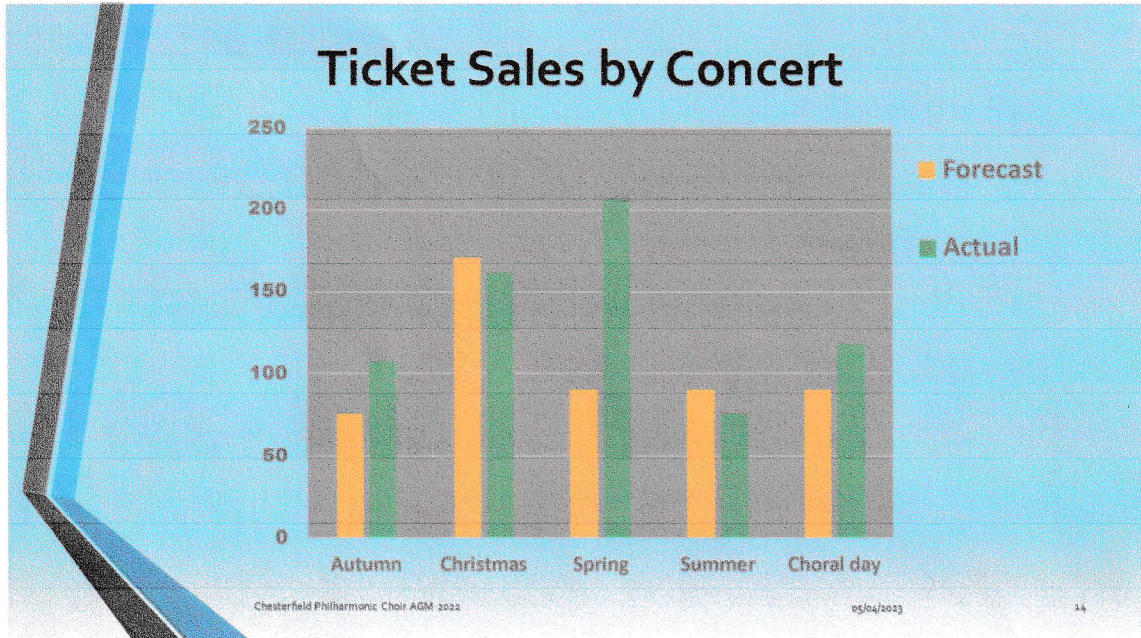
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Financial Performance

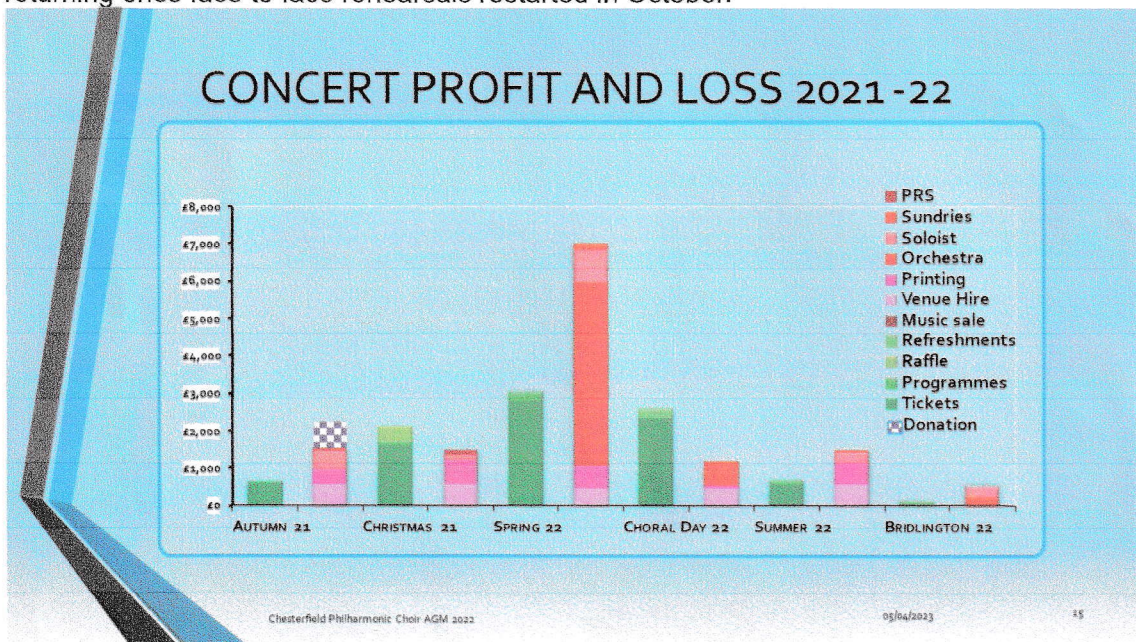
This financial year represents a return to a more usual programme of performances and consequently financial activity, following the return to normal activities as the Covid-19 pandemic has receded. Overall, the charity has seen income of £25,134 set against expenditure of £27,921.63, representing a shortfall of £2,788. We have ended the year with £28,549 in the bank.

In returning to singing and a full programme of concerts the Trustees recognised the importance of encouraging our audience and members to return, while there was still uncertainty about the risk of further infection from attending large gatherings. For our first concert we chose to charge a flat rate £5 for entrance, which was then donated in full to a local charity, Ashgate Hospice, with our charity meeting all costs (£1,551) out of our own funds. The concert raised £640 for the Hospice at a time when it was crying out for much needed funds.

Ticket sales and income from the year shows continued strong support for the choir and the events it puts on. Our Christmas Concert sold over 160 tickets and the Spring Concert of Messiah with orchestra, sold more than twice our forecast with over 200 attendees. The Choral Day had an excellent turnout of 118, many of the tickets being carried forward from the earlier postponed dates, with the bonus of extra tickets sold in year as well. As is often the case attendance at the Summer Concert was disappointing, although not unexpected.



While only one concert and the Choral day made surpluses, the overall shortfall on concerts was £5,051. This was a good result when considering the cost of soloists and orchestra for Spring alone amounted to £5,700. Membership income was also healthy with most members returning once face to face rehearsals restarted in October.



A significant part of our income previously has included fund raising through sales of books,

rehearsal interval refreshments and raffles. This activity has been curtailed while our new rehearsal venue, Saltergate Methodist Church, has decided what it is appropriate for hiring organisations to do on Church premises. We have however benefited from their support as we emerged from the pandemic restrictions and the lower hire costs than our previous venue.

Steven Roberts, our Musical Director who is also a trustee received fees of £5,760 during the year to cover the costs of delivering rehearsals and concerts, including a fee for directing the choir's performance at Bridlington Priory and a small inflation linked increase. No other trustees received any payments except in repayment of costs incurred for purchases.

Our end year position is still a strong one and will allow us to approach the next year with confidence and the financial headroom to put on another concert with full orchestra. The outlay for this kind of event is always significant and always requires a considerable subsidy from choir funds. During the pandemic we were able to build up additional funds due to reduced overhead costs, which we are now able to put back into the local Chesterfield and NE Derbyshire community through offering a strong programme of music from which they will benefit.

A handwritten signature in black ink, appearing to read 'Sue Walker', written in a cursive style.

Sue Walker, Chair - 9th May 2023

INDEPENDENT EXAMINER'S REPORT

to the Trustees of Chesterfield Philharmonic Choir

I report to the Trustees on my examination of the accounts of the Chesterfield Philharmonic Choir, Charity Number 500561 for the year ended 31st July 2022.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

The charity's trustees consider that an audit is not required for this year under Charity Commission requirements and that an independent examination is needed.

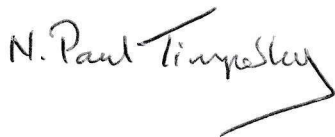
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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.



Mr P Timperley
15 The Grange
Ashgate
Chesterfield
Derbyshire S42 7PS

16 May 2023

CHESTERFIELD PHILHARMONIC CHOIR

RECEIPTS AND PAYMENTS ACCOUNT for the year ended 31 July 2022

	Notes	2022 £	2021 £
Receipts	2		
Receipts from generated funds			
Voluntary Income	2.1	9,997	2,469
Activities for Generating Funds	2.2	2,198	101
Investment Income		18	3
Receipts from charitable activities	2.3	12,921	2,720
Total receipts		<u>25,134</u>	<u>5,293</u>
Payments	5		
Costs of generating funds			
Costs of generating voluntary income	5.1	175	141
Fundraising trading: costs of goods sold and other costs	5.2	659	122
Charitable activities	5.3	27,088	8,596
Total payments		<u>27,922</u>	<u>8,859</u>
Excess of receipts over payments		-2,788	-3,566
 Total funds brought forward		 31,337	 34,903
Total funds carried forward		<u>28,549</u>	<u>31,337</u>

STATEMENT OF ASSETS AND LIABILITIES

Cash Funds			
Bank Current Account		1,326	1,657
Bank Savings Account		27,223	29,678
Cash		0	2
		<u>28,549</u>	<u>31,337</u>

Approved by the management committee of Chesterfield Philharmonic Choir
and signed on its behalf on 9 May 2023 by



Sue Walker, Chair

CHESTERFIELD PHILHARMONIC CHOIR

NOTES ON FINANCIAL STATEMENTS

for the year ended 31 July 2022

1 Basis of preparation

1.1 Basis of accounting

These accounts have been prepared on an income and expenditure basis, in accordance with:

- * Accounting Standards;
- * and with the Charities Act 1993.

1.2 Change in basis of accounting

Previous years' accounts have been prepared on an accrual basis. This change has been necessitated due to the lack of availability of an Independent Assessor qualified to assess accrual accounts.

1.3 Change to previous accounts

The previous year's account has been re-presented here on an income and expenditure basis to allow direct comparison.

2 Analysis of incoming resources

	2022	2021
	£	£
2.1 Voluntary income		
Subscriptions	8,260	425
Grants	0	0
Donations and bequests	210	1,789
Income Tax repaid	<u>1,527</u>	<u>255</u>
	<u><u>9,997</u></u>	<u><u>2,469</u></u>
2.2 Activities for generating funds		
Sale and hire of music	916	74
Fundraising inc raffles	472	0
Sale of Uniforms	490	0
Advertising and sundry income	<u>320</u>	<u>27</u>
	<u><u>2,198</u></u>	<u><u>101</u></u>
2.3 Charitable Activities		
Sales of tickets and programmes	7,090	32
Members tuition fees	3,035	2,660
Refreshments	59	0
Donations	0	0
Sundry income	<u>2,737</u>	<u>28</u>
	<u><u>12,921</u></u>	<u><u>2,720</u></u>

3 Restricted Funds

There were no restricted funds received in 2022 and 2021

4 Endowments

There were no endowments in 2022 and 2021

CHESTERFIELD PHILHARMONIC CHOIR

5 Analysis of resources expended

5.1 Costs of generating voluntary income	2022 £	2021 £
Administration	141	41
Sundries	34	100
	<u>175</u>	<u>141</u>

5.2 Fundraising trading costs

Administration	148	122
Purchases	71	0
Social	0	0
Uniforms	440	0
	<u>659</u>	<u>122</u>

5.3 Charitable Activities

Administration	446	538
Concerts	10,906	16
Donations	1,022	100
Rehearsals	3,265	2,406
Musical Director and Deputy	6,260	5,490
Printing	2,421	0
Sundries	2,768	46
	<u>27,088</u>	<u>8,596</u>

6 Governance costs

There were no charges for Governance costs as all services are provided by trustees and members free of charge. Independent inspection of the accounts is also provided free of charge.

7 Payments to Trustees

Remuneration *	5,760	4,990
Expenses	0	0
Total	<u>5,760</u>	<u>4,990</u>

* Fees were paid to Steven Roberts, a trustee

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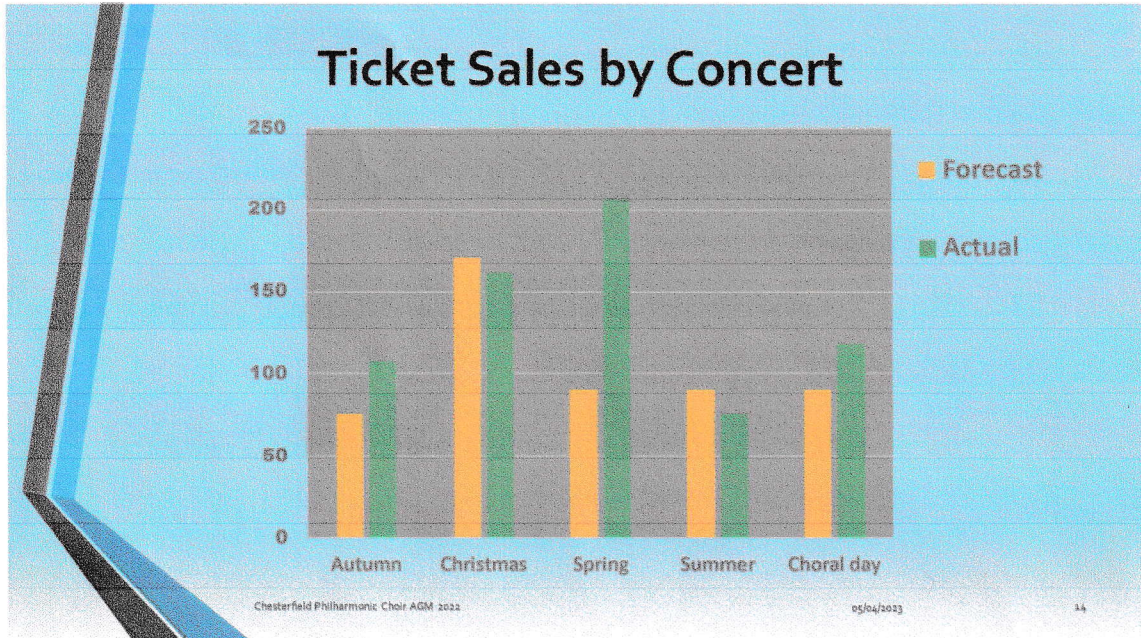
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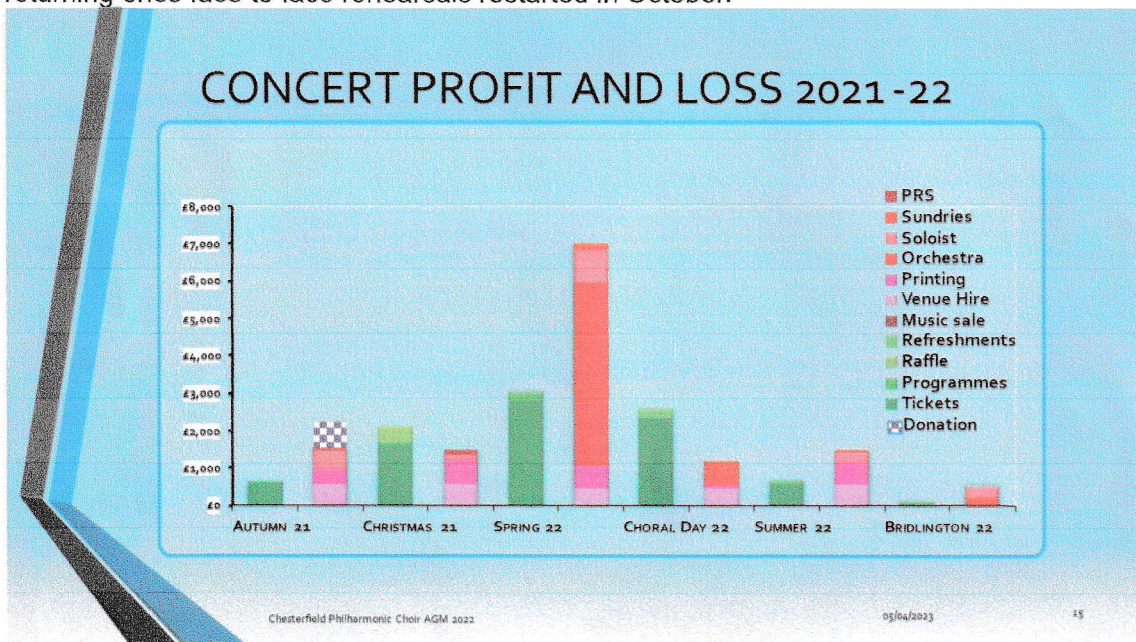
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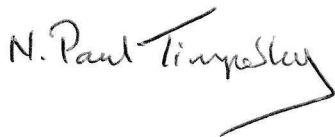
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CHESTERFIELD PHILHARMONIC CHOIR

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	<u><u>2,198</u></u>	<u><u>101</u></u>
2.3 Charitable Activities		
Sales of tickets and programmes	7,090	32
Members tuition fees	3,035	2,660
Refreshments	59	0
Donations	0	0
Sundry income	<u>2,737</u>	<u>28</u>
	<u><u>12,921</u></u>	<u><u>2,720</u></u>

3 Restricted Funds

There were no restricted funds received in 2022 and 2021

4 Endowments

There were no endowments in 2022 and 2021

CHESTERFIELD PHILHARMONIC CHOIR

5 Analysis of resources expended

5.1 Costs of generating voluntary income	2022 £	2021 £
Administration	141	41
Sundries	34	100
	<u>175</u>	<u>141</u>

5.2 Fundraising trading costs

Administration	148	122
Purchases	71	0
Social	0	0
Uniforms	440	0
	<u>659</u>	<u>122</u>

5.3 Charitable Activities

Administration	446	538
Concerts	10,906	16
Donations	1,022	100
Rehearsals	3,265	2,406
Musical Director and Deputy	6,260	5,490
Printing	2,421	0
Sundries	2,768	46
	<u>27,088</u>	<u>8,596</u>

6 Governance costs

There were no charges for Governance costs as all services are provided by trustees and members free of charge. Independent inspection of the accounts is also provided free of charge.

7 Payments to Trustees

Remuneration *	5,760	4,990
Expenses	0	0
Total	<u>5,760</u>	<u>4,990</u>

* Fees were paid to Steven Roberts, a trustee