

COLE BISHOP & CO
CHARTERED ACCOUNTANTS
BROMYARD

THE FRIENDS OF THE HEREFORD THREE CHOIRS FESTIVAL
FINANCIAL STATEMENTS
YEAR ENDED 31 OCTOBER 2022

THE FRIENDS OF THE HEREFORD THREE CHOIRS FESTIVAL

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THE FRIENDS OF THE HERFORD THREE CHOIRS FESTIVAL

ANNUAL REPORT

YEAR ENDED 31 OCTOBER 2022

The Friends continue to support the Herford Chamber Choir's Choral Scholarship scheme, sponsoring 3 young choral scholars, age 17 to 19, to attend weekly rehearsal and concerts with the choir.

In December 2021, we held a Quiz evening in the delightful setting of Lyde Arundel, Herford. Our quizmaster, Lord Lisvane, devised some wonderful questions and kept us all entertained whilst the Friends provided interval cheese and wine. The evening was well attended and raised over £1100. In March, we gathered in Holy Trinity Church for a Song Recital by the soprano Lucy Bowen. She gave a stunning performance of music throughout the centuries which contributed another £1000 towards our funds.

Unfortunately, our annual members' tea which was to be held later in March, had to be cancelled due to a local outbreak of Covid. We look forward to being able to stage this again in 2023. Sadly, illness also led to the cancellation of the Song recital planned with soprano Rachel Roper at Hellens House. Rachel was suffering with a throat infection and so, regrettably, we were forced to cancel the evening.

Despite the uncertainties created by Covid, preparations for the 2022 Festival went ahead as usual, albeit with the increasing demands of heightened legislation and due diligence.

For the first time we had to take out our own Public Liability Insurance, at a premium of £622.81. Previously, we had come under the umbrella of the main festival foundation, but this is no longer the case and therefore a necessary extra expenditure for us.

October 2021 saw the introduction of Natasha's Law, requiring clear labelling and allergen information on packaged food and detailed record keeping of allergens in all foods supplied. This meant that we needed to employ a professional chef and team to assist us, printing detailed sandwich labels and keeping careful note of all allergens in the foods prepared, such as for the daily evening Hot Suppers, sandwiches and salads and ensuring that we complied with legislation at all times; a necessary, but costly process.

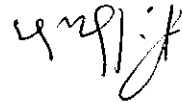
Two of our key café team leaders completed a Food Allergy and Intolerance Training course and First Aid course, whilst 6 team leaders completed the Level 2 Food Safety and Hygiene Course. Aside from the financial support, we take great pride in extending a warm welcome to all, and when the festival chorus met for their massed rehearsals in Herford, we provided the eagerly anticipated refreshments, always greatly appreciated by the volunteer chorus.

In spite of worries about the effects of Covid, our loyal band of around 100 volunteers turned out in force to assist and welcome visitors over the 8 day period of the Herford Three Choirs Festival. Our teams ran the Sports Hall café, providing an ongoing buffet from 11am to 7.30pm. Football was slightly down on previous years. The signal for the card readers proved very fickle, an issue that needs addressing next time.

We hosted an Art exhibition in the Sports Hall, receiving a welcome percentage of the sales.

Sandwich teams provided for both Sports Hall and Zimmerman cafes and as the week progressed, we were also asked to provide sandwiches for the Festival Bar on the cathedral close, where post-concert attendees were requesting food. This additional order brought in a very welcome, unplanned, additional £910 for the Friends.

Mrs Fiona Hanks
Chair of the Trustees



Although the Festival was well received by volunteers and patrons alike, Covid, increased food costs and above all, the necessary labour costs, took a heavy toll, resulting in a greatly reduced net profit overall compared with previous years. We still have sufficient funds at present, but have to recognize the increasing pressures on our committee to raise the desired triannual £30000 financial support for the Hereford festival. Mindful of this we shall maintain ongoing discussions with the main festival 3 Choirs Foundation to devise the best way forward in 2023.

Following the Festival we held our usual 'thank you' party in September for all our volunteers, providing refreshments and nibbles.

Our fundraising facilitates sponsorship of an evening cathedral concert, which this year was a stunning performance of Haydn's Creation, sung by the combined Three Cathedral Choirs. The concert was dedicated to former Friends' member, Elizabeth Bennett, in recognition of her generous request in 2019.

We hosted two paying ticketed events during the week; the *Opening Reception* and the *Garden Party*. We welcomed over 100 people to the *Opening Reception*, with 3 of our members sponsoring the fizz and canapes. Unfortunately, the numbers for the *Garden Party* were down on 2018, resulting in very little profit, although much enjoyed by those present.

The Friends obtained sponsorship for, and then assembly of, beautiful floral displays across all our sites and within the cathedral and worked incredibly hard throughout the week maintaining these.

Pre-booked Hot suppers were held in the school dining room each evening. These consisted of 2 courses plus a glass of wine, cooked by school chef Chris Prosser and his team, with additional puddings provided by an outside caterer, Christine's Catering. Friends' volunteers were on hand to welcome and serve the guests. Sadly, numbers were substantially down this year, possibly due to increased choice of venues in the city or relating to the evening concert programme, or Covid anxieties. Discussions to be had for next time.

We provided drinks and pastries for the breakfast talks and members' forum in St Johns Methodist Church, for which we were reimbursed by the main festival association.

We set up a Quiet Room for patrons, providing comfy chairs and daily newspapers.

We ran the Festival Information Point, where we also sold draw tickets for our raffle.

Our Zimm cafe teams provided hot and cold snacks from 9am to 6pm and often later, to the public, chorus and orchestra. The chorus received complementary tea and coffee. There was good football and a very lively atmosphere. We ordered ice cream from a local supplier, which, along with bottled water, our volunteers sold in the cafes and during evening concert intervals.

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 October 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").

Independent examiners' statement

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.

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.

Cole Bishop

Cole Bishop & Co
Market Square Chambers
Bromyard
Herefordshire
HR7 4BP
6th July 2023

THE FRIENDS OF THE HEREFORD THREE CHOIRS FESTIVAL

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 OCTOBER 2022

	Notes	Un- Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOME AND EXPENDITURE				
Subscriptions		329	329	663
Donations		471	471	5000
Activities and Fundraising	2	36440	36440	-
Investment Income:				
Interest Received		799	799	631
TOTAL INCOME RESOURCES		38039	38039	6294
RESOURCES EXPENDED				
Direct Charitable Expenditure	3	64614	64614	300
Management & Administration of the Charity	4	232	232	95
NET RESOURCES FOR THE YEAR		(26807)	(26807)	5899
NET MOVEMENT IN FUNDS				
Balances Brought Forward		70350	70350	64451
Balances Carried Forward		43543	43543	70350

The Accounting Policies and Notes on pages 5 and 6 form an integral part of these Accounts.

THE FRIENDS OF THE HERFORD THREE CHOIRS FESTIVAL

**BALANCE SHEET
31 OCTOBER 2022**

	2022	2021
	£	£
CURRENT ASSETS		
Debtors and prepayments	429	41
Cash at Bank & in Hand:		
Short Term Deposits	79756	70237
Current Bank	156	72
Cash and cheques in hand	107	-
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	80019	70309
Creditors & Accruals	36905	-
NET CURRENT ASSETS	43114	70309
TOTAL ASSETS LESS CURRENT LIABILITIES	43543	70350
GENERAL FUNDS		
Represented by		
Unrestricted Funds	43543	70350

Approved by the Trustees on 6th July 2023 and signed on their behalf



Mrs F Hanks
Chair of the Trustees

The Accounting Policies and Notes on pages 6 and 7 form an integral part of these Accounts.

THE FRIENDS OF THE HEREFORD THREE CHOIRS FESTIVAL

**NOTES TO THE ACCOUNTS
31 OCTOBER 2022**

1. ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The Financial Statements are prepared under the historical cost convention and in compliance with the Statement of Recommended Practice "Accounting by Charities".

FIXED ASSETS

All capital expenditure is written off in the year of purchase.

STOCKS

All stocks are written off in the year of purchase.

2. INCOME FROM ACTIVITIES AND FUNDRAISING

	2022	2021
Music circle talk	50	-
Quiz night	1,827	-
Recital at Holy Trinity	1,375	-
Hellens event	134	-
2022 Festival	33,054	-
	36,440	-

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NOTES TO THE ACCOUNTS
31 OCTOBER 2022

3. UNRESTRICTED: DIRECT CHARITABLE EXPENDITURE

2022	2021
£ 64614	£ 300
Sponsorship - Hereford Chamber Choir	200
Retirement gift - Dean of Hereford	100
2022 Festival	-
33,056	-
Donation - Hereford Festival	-
30,000	-
Quiz night costs	-
456	-
Recital at Holy Trinity	-
472	-
Hellens event	-
80	-

4. UNRESTRICTED: MANAGEMENT AND ADMINISTRATION

Lottery licence	20	20
Software support	75	75
Annual general meeting	65	-
Bank charges	72	-
	232	95