



**Trustees' Annual Report
for the period from 1 September 2022 to 31 August 2023**

Charity name: Durham Choral Society

Charity registration number: 514557

1. 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 Durham Choral Society (DCS) are: <ul style="list-style-type: none">● the study and practice of choral music in order to educate the public in the knowledge and appreciation of such music by the presentation of concerts and other activities.● to further such charitable purposes as the trustees in their absolute discretion shall think fit, financially or otherwise but in particular by the making of small grants and donations.
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	DCS is a membership organisation that carries out the following activities: <ul style="list-style-type: none">● Three choral concerts each year performed in local venues.● Other singing opportunities as they arise e.g., Durham Vocal Festival, carol singing at University Hospital of North Durham, joint concerts with other choirs.● Weekly rehearsals for the above.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<ul style="list-style-type: none">● All trustees have been provided with the guidance on public benefit.● All decisions are taken to ensure that that the main activities as outlined in our charitable objects can take place.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	DCS does not make grants per se but does make donations to local charities using the profits from one concert annually. The charity(ies) are usually chosen via nominations from members.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	DCS is run by volunteers, without whom the choir could not operate. <ul style="list-style-type: none">● In 2022-23 there were 11 committee members and one co-opted member, all with defined roles.● In addition, there were eight volunteers from the membership who carry out specific tasks and six other volunteers who helped out at concerts.● The hours of volunteers are not recorded.
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	<u>Achievements</u> <ul style="list-style-type: none">● DCS celebrated its 60th anniversary during the year● This was the first full year's activity following the hiatus caused by the Covid pandemic.● DCS organised and promoted three concerts throughout the year along with 30 weekly rehearsals.● One concert was held at Elvet Methodist Church as planned (December 2022). This was held jointly with Durham Music Youth Choirs.● Profits from the December concert were donated to local charities as planned.● Two concerts were held in Durham Cathedral as planned (January 2023 and May 2023). The May concert was a joint concert with Leeds Philharmonic Chorus.● We tried to revive our longstanding tradition of singing carols at the local hospital but were advised by the hospital authorities that it would not be possible this year.● DCS attracted 23 Friends of Durham Choral Society.● DCS secured a new rehearsal venue at short notice over the summer of 2023.

		<p><u>Beneficiaries</u></p> <ul style="list-style-type: none"> • Members of the biggest non-auditioned choir in the Northeast Region – 125 paid up members during the year. • Friends of Durham Choral Society – 23 during the year. • Professional and semi-professional musicians – musical team, orchestra, soloists – a typical concert in Durham Cathedral has four professional soloists and full orchestra. The total was 89 during the year. • Choirs with whom we did joint concerts including young singers in the Durham Music Trust choirs. • Audiences – almost 1000 tickets were sold over all three concerts. • Venues hired for concerts and rehearsals – Durham Cathedral, which also acts as ticketing agent, Elvet Methodist Church, Durham Johnston Comprehensive School • Businesses acting as suppliers for DCS e.g., a local printer, staging and lighting contractor, providers of musical scores etc. <p><u>Benefits</u></p> <ul style="list-style-type: none"> • As a non-auditioned choir, members have the opportunity to participate in performances of the “big choral works” in a prestigious venue. • Participating in music making is well known to improve well-being in adults. • Young singers participate in some concerts • Economic benefits through holding and promoting concerts e.g. hiring venues, musicians and music, attracting audiences etc. with the knock on effect into local businesses such as cafes and shops. • For audience members – we offer the opportunity to attend live classical choral events, which enrich the choice of events locally.
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Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<ul style="list-style-type: none"> ● DCS had a strong year financially, boosted by <ul style="list-style-type: none"> ○ higher than average ticket sales for the May concert (joint with Leeds Philharmonic Chorus). ○ Leeds Philharmonic Chorus contributed towards costs for the May concert. ○ Sponsorship and donations from members were welcomed for particular activities such as soloists for concerts, the website, programme production, and more.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<ul style="list-style-type: none"> ● It is the charity's policy to hold reserves. ● Reserves are held to protect trustees from financial hardship should we have to cancel a concert in our main venue (Durham Cathedral). ● Insurance is held through membership of Making Music but some costs arising from cancellation are not covered.
Amount of reserves held	Para 1.22	£12974 which represents 28% of turnover.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	N/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	At the present time there are no financial concerns.

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	DCS' three principal sources of funding during the year were: <ul style="list-style-type: none"> ● Membership subscriptions (45%) ● Ticket sales (31%) ● Donations/sponsorship from members and others (10%)
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Investment policy and objectives including any social investment policy adopted	Para 1.46	N/a
A description of the principal risks facing the charity	Para 1.46	<p>Our main risks are:</p> <ul style="list-style-type: none"> ● Concert format becoming unsustainable – Durham Cathedral is the only local venue big enough to hold the choir, full orchestra and audience. If costs rise too much, then we will have nowhere to perform in Durham City and will have to look further afield or change our business model. ● Cost of living affecting membership numbers. ● Securing enough trustees and volunteers from the membership to run DCS.
Other		<ul style="list-style-type: none"> ● DCS reviewed its financial processes during the year and a draft financial policy will be taken to the committee in 2023-24.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	DCS has a constitution.
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Unincorporated association of members run by a committee.
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	The committee (including officers of DCS and other members) is elected by the membership at the Annual General Meeting with terms of office specified in the constitution.

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	<ul style="list-style-type: none"> ● All trustees are provided with guidance from the Charity Commission on the roles and responsibilities of trustees on appointment. ● There is a committee handbook which outlines the duties of each committee role which is shared with all committee members. ● The first committee meeting after the AGM is used as general induction. ● One-to-one sessions are held between the chair and new committee members to discuss roles as required. ● Training and resources for trustees are offered by various organisations and opportunities are circulated to the committee.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<ul style="list-style-type: none"> ● DCS is affiliated to Making Music (Registered charity 249219)
Relationship with any related parties	Para 1.51	<ul style="list-style-type: none"> ● Two concerts in 2022-23 were held jointly with other choirs: <ul style="list-style-type: none"> ○ Christmas concert involved Durham Music Youth and Training Choirs which are organised by Durham Music Trust (Registered charity 1169848) ○ May concert was a joint concert with Leeds Philharmonic Society (Registered charity 1162999) ● The Christmas concert and occasional rehearsals are held at premises operated by Durham City Methodists (Registered charity 1126844). ● Most rehearsals were held at Durham Johnston Comprehensive School (Registered charity 516935)
Other		<ul style="list-style-type: none"> ● The Musical Director, Assistant Conductor and Accompanist are freelance and receive annual honoraria. The Assistant Accompanist is paid on a sessional basis.

Reference and Administrative details

Charity name	Durham Choral Society
Other name the charity uses	n/a
Registered charity number	514557

Charity's principal address	% Chair of Durham Choral Society 1 Burnside Witton Gilbert Durham DH7 6SE
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Names of the charity trustees who manage the charity				
	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Valerie Wooff	Chair		
2	Claire Horwell	Hon Secretary		
3	Susan Massey	Hon Treasurer		
4	Peggy Blakemore	Membership Secretary		
5	Victoria Nower	Librarian	6 Nov 2022 – 31 Aug 2023	
6	Angela Douglas	Venue Liaison	1 Sep 2022-30 Jun 2023	
7	Fiona Gameson	Concert Administrator		
8				
9				

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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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
External Examiner	Rebecca Davison	c/o Clive Own LLP Kepier House, Belmont Business Park, Durham, DH1 1TW
Name of chief executive or names of senior staff members (Optional information)		

Exemptions from disclosure

Reason for non-disclosure of key personnel details



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Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	V A Wooff	S Massey
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	8 March 2024	8 March 2024

Account Balance for Durham Choral Society 2022 - 2023

Expenditure	2023			2022		
	Restricted funds	Un restricted funds	Total	Restricted funds	Un restricted funds	Total
Concert Expenditure						
Concert Halls	£ -	£ 7,181.28	£ 7,181.28	£ -	£ 3,070.07	£ 3,070.07
Orchestra	£ -	£ 9,090.00	£ 9,090.00	£ -	£ 4,784.10	£ 4,784.10
Soloists	£ -	£ 3,300.00	£ 3,300.00	£ -	£ 1,550.00	£ 1,550.00
Hire/Purchase/postage orch scores	£ -	£ 474.98	£ 474.98	£ -	£ 363.80	£ 363.80
Hire of lighting/staging	£ -	£ 3,917.40	£ 3,917.40	£ -	£ 874.12	£ 874.12
PRS payments	£ -	£ 55.00	£ 55.00	£ -	£ -	£ -
Printing of handbills	£ -	£ 147.82	£ 147.82	£ -	£ 75.00	£ 75.00
Printing of programmes	£ -	£ 860.37	£ 860.37	£ -	£ 246.00	£ 246.00
Publicity	£ -	£ -	£ -	£ -	£ 33.00	£ 33.00
	£ -	£ 25,026.85	£ 25,026.85	£ -	£ 10,996.09	£ 10,996.09
Rehearsal Expenses						
Rehearsal Rooms DJS bill	£ -	£ 6,287.25	£ 6,287.25	£ -	£ 5,544.00	£ 5,544.00
Rehearsal Fees(director/accompanists)	£ -	£ 6,080.00	£ 6,080.00	£ -	£ 5,690.00	£ 5,690.00
Officer Expenses	£ -	£ 110.99	£ 110.99	£ -	£ 146.48	£ 146.48
Making Music sub/insurance	£ -	£ 390.00	£ 390.00	£ -	£ 622.00	£ 622.00
Hire/Purchase/postage of vocal scores	£ -	£ 407.32	£ 407.32	£ -	£ 795.91	£ 795.91
Rehearsal CDs	£ -	£ 166.90	£ 166.90	£ -	£ 58.80	£ 58.80
Membership refund	£ -	£ -	£ -	£ -	£ 65.00	£ 65.00
	£ -	£ 13,442.46	£ 13,442.46	£ -	£ 12,922.19	£ 12,922.19
Sundry Expenses						
Dinner	£ -	£ 1,178.90	£ 1,178.90	£ -	£ -	£ -
Xmas charities	£ -	£ 675.00	£ 675.00	£ -	£ 175.00	£ 175.00
Charitable don Ann Crawford RIP	£ -	£ 50.00	£ 50.00	£ -	£ -	£ -
Hardship donations utilised	£ 275.00	£ -	£ 275.00	£ -	£ -	£ -
	£ 275.00	£ 1,903.90	£ 2,178.90	£ -	£ 175.00	£ 175.00
Total Expenditure	£ 275.00	£ 40,373.21	£ 40,648.21	£ -	£ 24,093.28	£ 24,093.28
Closing balances 31/8/23						
Cooperative Charity Acct	£ -	£ 6,899.76	£ 6,899.76	£ -	£ 2,415.87	£ 2,415.87
CCLA Charity deposit	£ -	£ 13,399.92	£ 13,399.92	£ -	£ 12,974.78	£ 12,974.78
Total funds at year end	£ -	£ 20,299.68	£ 20,299.68	£ -	£ 15,390.65	£ 15,390.65
Uncleared cheques	£ -	£ 20,299.68	£ 20,299.68	£ -	£ 15,390.65	£ 15,390.65
	£ 275.00	£ 60,672.89	£ 60,947.89	£ -	£ 39,483.93	£ 39,483.93

Account Balance for Durham Choral Society 2022 - 2023

Income	2023			2022		
	Restricted funds	Un restricted funds	Total	Restricted funds	Un restricted funds	Total
Concert Income						
Tickets members Elvet	£ -	£ 685.00	£ 685.00	£ -	£ 20.00	£ 20.00
Ticket Cathedral	£ -	£ 12,436.95	£ 12,436.95	£ -	£ 3,426.98	£ 3,426.98
Tickets Door Elvet	£ -	£ 445.00	£ 445.00	£ -	£ -	£ -
Wegotickets Elvet	£ -	£ 460.00	£ 460.00	£ -	£ -	£ -
Programmes sales	£ -	£ 886.80	£ 886.80	£ -	£ 303.00	£ 303.00
Orch score refund	£ -	£ -	£ -	£ -	£ 141.50	£ 141.50
Leeds Phil Donation	£ -	£ 3,000.00	£ 3,000.00	£ -	£ -	£ -
Private sponsorship	£ -	£ 1,125.00	£ 1,125.00	£ -	£ -	£ -
	£ -	£ -	£ -	£ -	£ -	£ -
	£ -	£ 19,038.75	£ 19,038.75	£ -	£ 3,891.48	£ 3,891.48
Rehearsal Income						
Member subscriptions	£ -	£ 20,607.00	£ 20,607.00	£ -	£ 6,425.00	£ 6,425.00
Tax reclaimed	£ -	£ 1,416.50	£ 1,416.50	£ -	£ -	£ -
Sale/ Hire of scores	£ -	£ 1,317.95	£ 1,317.95	£ -	£ 179.52	£ 179.52
Loan of Missa breva	£ -	£ 225.00	£ 225.00	£ -	£ -	£ -
Sale of CDs	£ -	£ 215.50	£ 215.50	£ -	£ 74.00	£ 74.00
	£ -	£ 23,781.95	£ 23,781.95	£ -	£ 6,678.52	£ 6,678.52
Sundry income						
Dinner	£ -	£ 1,175.00	£ 1,175.00	£ -	£ -	£ -
Sale of folders	£ -	£ 78.40	£ 78.40	£ -	£ 77.00	£ 77.00
Charity Collection	£ -	£ -	£ -	£ -	£ 175.00	£ 175.00
Sale of J Lewis CDs	£ -	£ -	£ -	£ -	£ 60.00	£ 60.00
Member Donations	£ -	£ 83.00	£ 83.00	£ -	£ 1,415.00	£ 1,415.00
Friends Donations	£ -	£ 655.00	£ 655.00	£ -	£ -	£ -
Subsidised memb Donations	£ 275.00	£ -	£ 275.00	£ -	£ -	£ -
Fundraising Sale	£ -	£ 45.00	£ 45.00	£ -	£ -	£ -
	£ 275.00	£ 2,036.40	£ 2,311.40	£ -	£ 1,727.00	£ 1,727.00
Interest						
HSBC deposit	£ -	£ -	£ -	£ -	£ 0.03	£ 0.03
CCLA Charities	£ -	£ 425.14	£ 425.14	£ -	£ 43.89	£ 43.89
	£ -	£ 425.14	£ 425.14	£ -	£ 43.92	£ 43.92
Total Income	£ 275.00	£ 45,282.24	£ 45,557.24	£ -	£ 12,340.92	£ 12,340.92
Opening balances 1/9/22						
Cooperative Charity Acct	£ -	£ 2,415.87	£ 2,415.87	£ -	£ -	£ -
CCLA Charities Deposit	£ -	£ 12,974.78	£ 12,974.78	£ -	£ 12,930.89	£ 12,930.89
HSBC current	£ -	£ -	£ -	£ -	£ 5,121.79	£ 5,121.79
HSBC deposit	£ -	£ -	£ -	£ -	£ 1,272.29	£ 1,272.29
memb C/F	£ -	£ -	£ -	£ -	£ 7,809.49	£ 7,809.49
HSBC A/C 2	£ -	£ -	£ -	£ -	£ 8.55	£ 8.55
	£ -	£ 15,390.65	£ 15,390.65	£ -	£ 27,143.01	£ 27,143.01
	£ 275.00	£ 60,672.89	£ 60,947.89	£ -	£ 39,483.93	£ 39,483.93

Notes to the Accounts

Movement in funds

	Balance at 01 September 2022		Incoming resources	Resources Expended		Balance at 31 August 2023		
<u>Unrestricted funds</u>								
General fund	£	15,390.65	£	45,282.24	£	40,373.21	£	20,299.68
<u>Restricted funds</u>								
Subsidised membership Fund	£	-	£	275.00	£	275.00	£	-
	£	-	£	275.00	£	275.00	£	-

The Subsidised Membership fund accrued £275 in donations.

Three members availed themselves of this fund, 2 for the full year and 1 for half the year. Each paid £35 so £105 was paid to cover £430 worth of subscriptions. The deficit was £325 which was nearly covered by the donations. There are no funds at present in this hardship fund as of September 2023.

Independent Examiner's Report

To the Trustees of DURHAM CHORAL SOCIETY:

I report on the account for Durham Choral Society for the financial year September 2022 – August 2023, which is set out on the Account Balance Sheet attached.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation: you consider that the audit requirements of Section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records, and to comply with the accounting requirements of the Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed RSDAVISON.

Date 6 October 2023.

Print Rebecca Davison ACA.