



## Trustees' Annual Report for the period

From 1 August 2023 To 31 July 2024

Charity name: **Summertown Choral Society**

Charity registration number: **900317**

### 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 the Society shall be to educate the public in the Art and Science of Music by the rehearsal of choral music, the presentation of public concerts and other charitable activities. (Clause 2 of the Constitution)
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	<p>The main activities in FY 2023-24 were:</p> <p>A total of thirty-six evening rehearsals over the year, leading to two public concerts. These gave opportunities for members to be coached by and to work with professional musicians to the standard required for public performances.</p> <p><b>Concert on 3 February 2024</b></p> <p>The choir and professional soloists were accompanied by the Orchestra of the Instruments of Time and Truth (ITT) and performed:</p> <p>Mozart - Mass in C Minor Purcell - Funeral Sentences - They That Go Down to the Sea In Ships</p> <p><b>Concert on 18 May 2024</b></p> <p>The choir and professional soloists were accompanied on the piano and performed:</p> <p>Brahms - German Requiem Vaughan Williams - Five Mystical Songs Cesar Franck – Prelude, Choral et Fugue.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In setting our programme each year we have regard to the Charity Commission's guidance on public benefit. The trustees ensure that the activities we undertake comply with and support our charitable objects and aims.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>The choir is run by volunteers.</p> <p>The elected members of the Committee are all volunteers and unpaid and, with the professional Music Director, manage the Choir.</p> <p>“The members of the Committee are the charity trustees, and shall not be paid”.</p> <p>(From Clause 4 of the Constitution)</p> <p>We are grateful to all members of the choir, who volunteer as needed for other tasks, for rehearsals and the two concerts that the choir organises each year.</p> <p>These include erecting and then removing staging with seating, stewarding, publicity and sales of tickets, programmes, and refreshments.</p> <p>These rehearsals and concerts would not be feasible without the involvement of volunteer helpers.</p>
Other		N/A

## 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	<p>The charity provides these benefits to members, and other members of the public:</p> <ul style="list-style-type: none"> <li>• Proven benefits of choral singing for physical and mental health of members of all ages.</li> <li>• Professional musicians guide and coach members in rehearsals and in concerts thereby increasing their musical expertise</li> <li>• Subscription reductions for young people, all students and people in financial difficulties to enable their participation.</li> <li>• Support of young professional musicians starting out by providing opportunities to perform with the choir and local professional groups such as ITT.</li> <li>• Providing opportunities for the public to experience a range of music, performed to the highest standards, that may not otherwise be seen.</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The Society sets its activities each year to achieve the objects in Cl 2 of the Constitution.</p> <p>The programme of music selected must be such that will attract and retain membership numbers and will also attract good audiences at the two public concerts.</p> <p>Rehearsals were planned and provided a suitable environment where members may be supported to learn the music to the high-performance standards required.</p> <p>The two public concerts in the year involve considerable organisation and commitment of funds. The performance standards achieved must be high to ensure future membership and audiences.</p> <p>Retention of membership, achievement of good audiences, consistent high-performance standards, and financial stability were all achieved during FY 2023-24 to ensure the continuity of the Choir.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>The principal fundraising activities are membership subscriptions and sales of tickets to concerts which together comprised 89% of revenue in this year. These exceeded budget expectations by 12% due to a higher membership than expected and bigger ticket sales.</p>
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's financial position is sound, with funds of £23900 in the bank at year end, representing 61% of 2023-24 revenue. At the end of the previous FY this ratio was 56%.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to: <ul style="list-style-type: none"> <li>• fund expenditure needed before revenue is received or meet smaller annual losses incurred as part of normal activities when annual revenue does not meet expectations (operational reserves)</li> <li>• cover extraordinary events which cause major disruption to the choir's activities and income and which cannot be covered by other sources such as insurance (emergency reserves)</li> <li>• Invest in future projects which cannot be met out of annual income (discretionary spend reserves)</li> </ul>
Amount of reserves held	Para 1.22	£23900 at end of FY 23-24, breaking down roughly as: <ul style="list-style-type: none"> <li>• operational £ 8000</li> <li>• emergency £12000</li> <li>• discretionary £ 4000</li> </ul>
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	N/A

### 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	As above, the principal sources were membership subscriptions and ticket sales. These were supplemented by small amounts of sponsorship, bank interest, money made by sales of concert refreshments and of scores to members.
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	Risks to the charity include: <ul style="list-style-type: none"> <li>• rising costs due to inflation, especially of professional performers and venues</li> <li>• ageing membership</li> <li>• potential loss of charity discounts due to financial problems of suppliers</li> <li>• Cancellations and Loss of Income due to sickness/ Lockdowns</li> <li>• Safety and Security issues</li> </ul>
Other		N/A

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution
How is the charity constituted? (e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	Unincorporated Association
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	<p>(From Clauses 3 and 4 of the Constitution):</p> <p>Membership of the Society shall be open to any person interested in furthering the objects of the Society, and who has paid the annual subscription at the beginning of each season (or a proportionate subscription at the start of each term) of an amount approved at a General Meeting.</p> <p>Every member shall have one vote.</p> <p>The management of the Society shall be in the hands of a Committee consisting of the following officers: a Chairperson, a Secretary and a Treasurer, and not fewer than three and not more than six other members.</p> <p>The officers and the other Committee members shall be elected by and out of the Society's members at the Annual General Meeting ("AGM"); they shall hold office until the next AGM and be eligible for re-election, provided that after five continuous years' membership of the Committee such person shall not be eligible for re-election until at least a further year shall have elapsed.</p> <p>The members of the Committee are the charity trustees, and shall not be paid.</p>

### 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	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The management of the Society shall be in the hands of a Committee consisting of the following officers: a Chairperson, a Secretary and a Treasurer, and not fewer than three and not more than six other members.</p> <p>(From Clause 4 of the Constitution)</p>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

## Reference and Administrative details

Charity name	Summertown Choral Society
Other name the charity uses	N/A
Registered charity number	900317
Charity's principal address	118 Coopers Gate Banbury Oxfordshire OX16 2WD

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Sean Wilson	Chair	12/10/23 to 31/7/24	
2	Keith Young	Secretary	1/8/23 to 31/7/24	
3	Lindsey Charles	Treasurer	12/10/23 to 31/7/24	
4	Sue Palmer	Concert Manager	12/10/23 to 31/7/24	
5	Maria Scott	Membership Secretary	1/8/23 to 31/7/24	
6	Caroline Best	Librarian	12/10/23 to 31/7/24	
7	Felicity Record	Social Secretary	12/10/23 to 31/7/24	
8	Julia Wigg	Publicity Co-ordinator	1/8/23 to 31/7/24	
9	Philip Booth	Chair	1/8/23 to 12/10/23	
10	Kirsten Smith	Treasurer	1/8/23 to 12/10/23	
11	Catrin Roberts	Concert Manager	1/8/23 to 12/10/23	
12	Simon Wratten	Librarian	1/8/23 to 12/10/23	
13	Sue Palmer	Social Secretary	1/8/23 to 12/10/23	

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

<b>Director name</b>		
N/A		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

#### Name of chief executive or names of senior staff members (Optional information)

N/A
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## Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

N/A
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## Other optional information

N/A
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## Declarations

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

#### Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>Sean Wilson</i>	<i>Keith Young</i>
<b>Full name(s)</b>	Sean Padraic Wilson	Keith Graham Young
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Secretary

**Date** 27 April 2025

**SUMMERTOWN CHORAL SOCIETY**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2024**

All funds are unrestricted

	2022-23 Term 1	2023-24 Term 1	2022-23 Term 2	2023-24 Term 2	2022-23 Totals	2023-24 Totals
<b>Receipts</b>						
Subscriptions	£9,252.50	£11,922.50	£8,304.00	£8,658.69	£17,556.50	£20,581.19
Concert tickets	£4,731.16	£5,941.43	£2,280.43	£4,267.83	£7,011.59	£10,209.26
Gift Aid			£3,348.23	£3,992.26	£3,348.23	£3,992.26
Sponsorship		£1,000.00			£0.00	£1,000.00
Score sales for 2023-24		£316.73		£477.24	£0.00	£793.97
Score sales for 2024-25				£343.52	£0.00	£343.52
Concert refreshments	£272.35	£282.90	£200.05	£254.00	£472.40	£536.90
Programme sales	£320.90	£330.19	£255.00	£254.10	£575.90	£584.29
Bank interest	£141.97	£500.77	£222.85	£345.92	£364.82	£846.69
Misc	£5.00	£0.00	£18.50	£200.00	£23.50	£200.00
<b>Total receipts</b>	<b>£14,723.88</b>	<b>£20,294.52</b>	<b>£14,629.06</b>	<b>£18,793.56</b>	<b>£29,352.94</b>	<b>£39,088.08</b>
<b>Expenditure</b>						
<b>Rehearsals:</b>						
Professional fees	£4,433.00	£4,835.00	£3,689.00	£3,525.00	£8,122.00	£8,360.00
Hire of venue	£1,445.00	£1,752.00	£1,430.00	£1,298.00	£2,875.00	£3,050.00
Scores hire/printing	£652.00	£772.55	£713.00	£272.00	£1,365.00	£1,044.55
Score to sell 2023-24		£536.19		£117.87		£654.06
Scores to sell for 2024-25				£318.54		£318.54
Rehearsal refreshments	£57.75	£40.95	£16.90	£100.86	£74.65	£141.81
<b>Total rehearsals:</b>	<b>£6,587.75</b>	<b>£7,936.69</b>	<b>£5,848.90</b>	<b>£5,632.27</b>	<b>£12,436.65</b>	<b>£13,568.96</b>
<b>Concerts:</b>						
Singers and conductor	£2,375.07	£2,375.64	2250	£2,301.39	£4,625.07	£4,677.03
Instrumentalists and music	£5,350.00	£7,643.36	£525.00	£450.00	£5,875.00	£8,093.36
Venue, lights, organ	£1,192.24	£1,174.24	£745.60	£979.16	£1,937.84	£2,153.40
Audience drinks, soloist gifts	£215.50	£231.18	£241.90	£125.59	£457.40	£356.77
Printing, publicity, programmes	£566.00	£653.60	£559.00	£605.60	£1,125.00	£1,259.20
<b>Total concerts:</b>	<b>£9,698.81</b>	<b>£12,078.02</b>	<b>£4,321.50</b>	<b>£4,461.74</b>	<b>£14,020.31</b>	<b>£16,539.76</b>
<b>Capital purchases:</b>						
Staging	£1,806.99	£0.00	£0.00	£0.00	£1,806.99	£0.00
<b>Total capital purchases</b>	<b>£1,806.99</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£1,806.99</b>	<b>£0.00</b>
<b>General:</b>						
Stationery, postage, printing	£18.99	£96.58		£0.00	£18.99	£96.58
Additional/replacement music		£32.85	£4.90	£0.00	£4.90	£32.85
Choir socials	£359.45	£421.04	£121.00	£80.00	£480.45	£501.04
Gifts (cttee retirees & JL's 25th)	£36.00	£83.75	£250.00		£286.00	£83.75
NAC sub & insurance	£228.84	£236.18			£228.84	£236.18
John Fletcher	£220.00	£242.00			£220.00	£242.00
Web costs	£47.64	£156.26	£192.53	£201.19	£240.17	£357.45
Sundries	£192.73	£16.02	£105.90	£81.47	£298.63	£97.49
<b>Total general expenditure:</b>	<b>£1,103.65</b>	<b>£1,284.68</b>	<b>£674.33</b>	<b>£362.66</b>	<b>£1,777.98</b>	<b>£1,647.34</b>
<b>Total expenditure:</b>	<b>£19,197.20</b>	<b>£21,299.39</b>	<b>£10,844.73</b>	<b>£10,456.67</b>	<b>£30,041.93</b>	<b>£31,756.06</b>
<b>Surplus/loss</b>	<b>-£4,473.32</b>	<b>-£1,004.87</b>	<b>£3,784.33</b>	<b>£8,336.89</b>	<b>-£688.99</b>	<b>£7,332.02</b>

## Summary

	2022-23	2023-24
Cash funds bought forward	£17,258.72	£16,569.73
Surplus/loss	-£688.99	£7,332.02
<b>Cash funds taken over</b>	<b>£16,569.73</b>	<b>£23,901.75</b>

## Statement of assets at end of FY

	31/07/2023	31/07/2024
CCLA	£11,081.26	£16,427.95
NatWest	£5,488.47	£7,473.80
<b>Total Assets</b>	<b>£16,569.73</b>	<b>£23,901.75</b>

Approved by the Summertown Choral Society at its Annual General Meeting on 28 November 2024 and signed on its behalf by:

Chair: *Sean Wilson*

Secretary: *Keith Young*





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Summertown Choral Society

On accounts for the year  
ended

31<sup>st</sup> July 2024

Charity no  
(if any)

900317

Set out on pages

Pages 1-2 attached

(remember to include the page numbers of additional sheets)

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 31/07/2024.

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *David L Thomas*

Date: 26/10/2024

Name: David Lloyd Thomas

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

Fellow of the Institute of Chartered Accountants in England and Wales.

Address: 17 Cornwallis Close

Oxford

OX4 3NJ