

Annual Report

of

Wallingford Chameleon Arts

for the year ended 31 December 2019

1. Status

Wallingford Chameleon Arts, registered charity no. 1021045, is an unincorporated association governed by a Memorandum of Association dated 6 May 1993. It promotes a series of concerts in Wallingford, Oxfordshire under the name “*Music at St Peter’s*”.

The contact address for the association is 53 Thame Road, Warborough, Wallingford OX10 7EB

2. Trustees

During the year, the Trustees of the Association, who also constitute its management committee, were:

Laurence Attewill (*Chairman*)
Jeremy Boughton
Diana Bradshaw (*resigned 5 June 2019*)
Felicity Burrell
Julian Gallop
Roger Morgan
David Pick (*elected 19 February 2019 as Trustee and Treasurer*)
Arthur Procter (*resigned 21 March 2019*)
John Pritchard (*Secretary*)
Glynne Stackhouse
Gloria Walker (*elected 19 February 2019*)

Additional or replacement Trustees are elected by the existing Trustees.

3. Charitable Purposes and Public Benefit

The primary activity of the Association is the promotion of public education in and appreciation of music by the presentation of public concerts of a high quality. These concerts are open to any member of the public; an admission charge is made, but the Trustees endeavour to set this at an affordable level representing the minimum necessary to cover the costs of operation and to maintain prudent reserves. Music at St Peter’s also provides free admission to under-25s and free tickets for first-time concertgoers. The artists employed include young professional musicians, giving them a valuable opportunity to develop their careers. In making decisions during the year, the Trustees have had regard to the public benefit guidance issued by the Charity Commission.

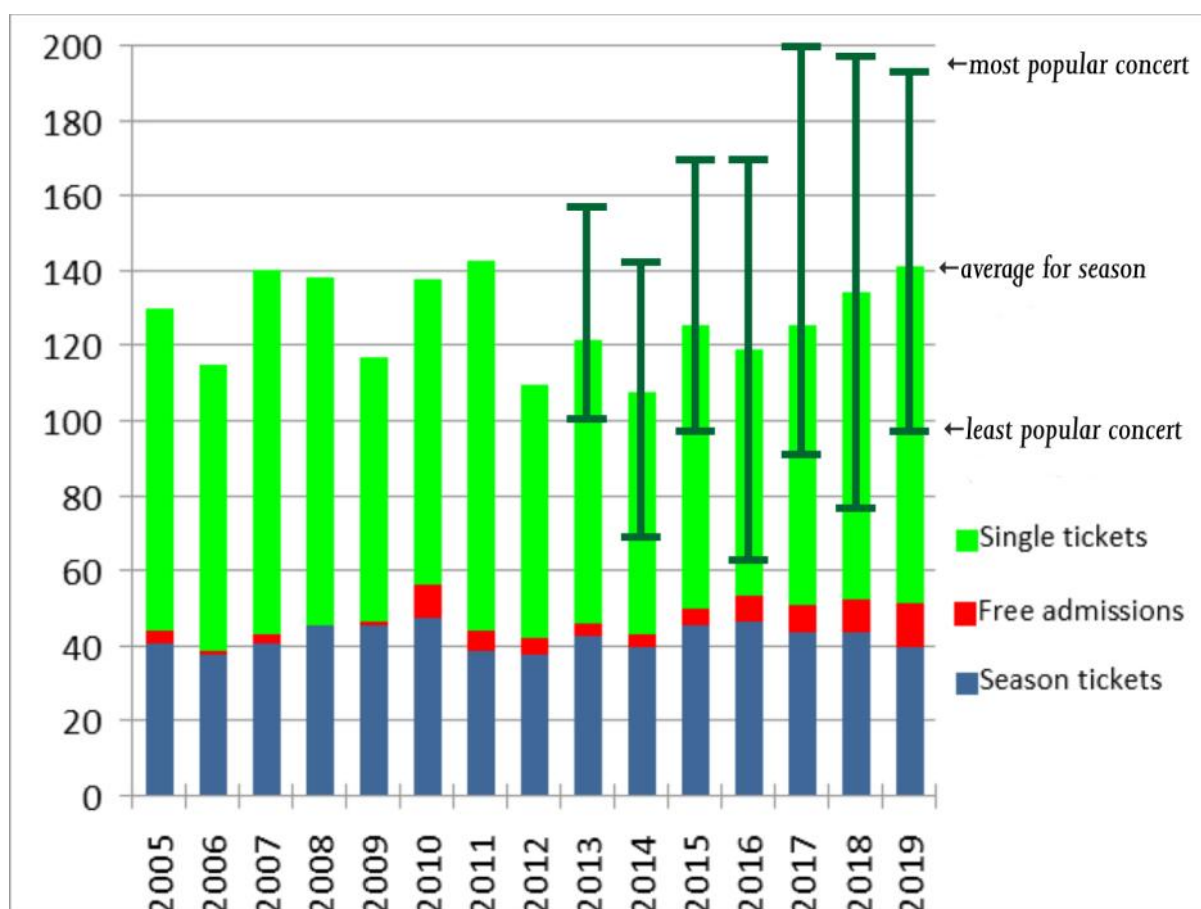
4. Activities during the year

In 2019 the Association presented its 34th season of concerts in St Peter’s Church, Wallingford, under the title of *Music at St Peter’s*. The concerts given and the number of ticketed admissions for each are shown in the table on the next page. The number of individual tickets includes the free admissions of under-25s (see paragraph 7) and First-Timers Free (see paragraph 8); the total tickets number includes individual tickets and season tickets. 43 season tickets were issued, 40 paid for and 3 complimentary.

After reviewing financial projections, a modest increase was made in the ticket prices for 2019. These were £16 standard price (purchased on-line or on the door), £15 in advance, £90 season ticket for all 9 concerts.

Concerts in 2019			
Date	Performers	Tickets	
		Individual	Total
11 May	Marmen Quartet	74	115
25 May	Andrey Lebedev (<i>guitar</i>)	80	122
8 June	Jamal Aliyev (<i>cello</i>) & Jâms Coleman (<i>piano</i>)	55	97
29 June	Consone Quartet	100	142
13 July	D'Attellis Trio (<i>clarinet, cello and piano</i>)	88	131
3 August	Boxwood & Brass (<i>wind sextet</i>)	95	138
17 August	Papagena (<i>vocal ensemble</i>)	151	194
7 Sept	Barbican Quartet	109	152
28 Sept	Thames Consort (<i>choir and chamber orchestra</i>)	131	174
	Total	883	1265

The chart below shows the **average** total tickets per concert (including season tickets, paid tickets and free admissions) over the period 2005 to 2019. “Free admissions” includes under-25s (CAVATINA scheme), “First Timers Free” and complimentary tickets (for the years where that data is available). For the last 7 years, the “I” bars show the range of total tickets per concert between the most popular and least popular concert in that year.



Total tickets does not equate to actual attendance: season ticket holders do not, in general, come to every concert in the season although they are entitled to do so, and others who have bought single tickets in advance may not turn up on the night. However, for the most popular concert in the season, for which 194 tickets had been issued, St Peter's was full to capacity with an audience of about 190.

The total of paid-for individual tickets was 804, representing the highest number since 2011 (and a 9.7% increase over 2018); season ticket sales however were about 9% lower than last year. Although sales of tickets online now form a significant element, this only amounts to 20% of the total. The largest single element of ticket sales (23%) is sold at a shop in Wallingford, and the Trustees wish to record their thanks to Just Trading of Wallingford Ltd for providing this facility. 7% of total tickets were given away (under-25s, First Timers and comps).

In addition to the nine concerts of the Music at St Peter's season, an additional lieder recital was arranged in conjunction with the Oxford Lieder Festival; this was given by Swedish mezzo-soprano Maria Forsström and pianist Matti Hirvonen on 20 October 2019. The arrangements for this event, including artists' fees, piano hire and ticket sales, were the responsibility of Oxford Lieder.

5. Financial Report

The aim of the Trustees is to break even each year, and budgets and ticket prices are set with that objective. In the event, the higher ticket prices and better than expected ticket sales, together with more donations from Friends, resulted in significantly greater income than anticipated, and expenditure was lower than the budget, resulting in a surplus of £ 4,888 at the end of the year. Certain costs relating to the 2019 concerts were paid after the year end, so the effective net surplus for the year was £3,327.

The Trustees wish to record their gratitude to one of the Friends, who made an extraordinary one-off donation of £20,000 during 2019, with the intention of supporting Music at St Peter's in expanding its activities and putting on some concerts which would not normally be financially viable. This donation has been used to establish a Special Purposes Fund, and the Trustees have agreed that it will be kept separate from the normal income and expenditure of the Association and drawn on only for agreed purposes.

5.1 Income

Total income in 2019 from activities of Music at St Peter's amounted to £ 22,423, made up of:

	2019, £	2018, £
Ticket sales	15,787	13,548
Other concert income (refreshments, programme sales)	1,613	1,433
Subsidies for concerts	0	300
Friends donations	2,465	1,865
Other donations and miscellaneous	426	1,761
Birmingham trip - net payments received	1,180	1,392
Gift Aid (on previous year's donations)	952	1,369
	22,423	21,668
Special donation	20,000	
TOTAL	42,423	

No grants or subsidies were obtained for the concerts in 2019; however, one ensemble was engaged at a special rate arranged through Making Music.

5.2 Expenditure

The expenditure in 2019 from activities of Music at St Peter's was £17,565, made up as follows:

	2019, £	2018, £
Concert artists' fees and expenses *	12,325	13,354
Piano hire and tuning	1,220	3,384
Use of St Peter's Church and WBC *	625	1,060
Making Music (subscription, insurance, PRS) *	407	583
Publicity, printing, website and tickets	907	1,135
Refreshments and printing of programmes *	551	689
Birmingham trip - coach & tickets	1,309	1,285
Admin and miscellaneous	191	438
	17,535	21,928
Transfer to Special Purposes Fund	20,000	
	37,535	
* add amounts paid after year-end	1,561	
	39,096	

The cost of piano hire was significantly lower as only two concerts required a piano (four in 2018) and we were able to find a competitively-priced local hire company. Artists' fees and expenses were also lower than the budget. Payments of PRS fees, to the Churches Conservation Trust for use of St Peter's, and some other expenses were made after the year end but are shown here to provide a comparable total figure for the cost of the year's activities.

5.3 Assets and Liabilities

The assets of the Association are represented by funds held in bank accounts; at 31 December 2019 these amounted to £17,842 in the 'trading' account and £20,000 in the Special Purposes Fund. The asset value of minor items of equipment (such as music stands) is considered to be negligible, and purchases are expensed as made.

At 31 December 2019 the Association had liabilities for certain payments for costs incurred, as noted above, amounting to £1,561.

5.4 Financial Summary

The income, expenditure and end-of-year balance for the last six years are summarised below. In order to provide comparable figures, the Special Purposes Fund (and the corresponding donation) are excluded, and expenditure relating to 2019 but paid after the year end is included.

	2014	2015	2016	2017	2018	2019
Income (£)						
- Ticket sales	9,353	12,018	11,539	12,659	13,548	15,787
- Friends donations	1,765	1,930	1,830	2,040	1,865	2,465
- Other income	4,658	5,338	5,384	8,157	6,255	4,171
- Total	15,776	19,286	18,753	22,856	21,668	22,423
Expenditure (£)						
- Artists fees and expenses	9,228	10,826	11,442	13,167	13,354	12,575
- Other	6,651	7,227	6,617	7,079	8,574	6,521
- Total	15,879	18,053	18,059	20,246	21,928	19,096
Income – expenditure (£)	(103)	1,233	694	2,610	(260)	3,297
End of year balance (£)	8,151	9,384	10,079	12,689	12,429	17,842
Special Purposes Fund (£)	-	-	-	-	-	20,000

5.5 Policy on Reserves

The Association does not have any employees, nor any financial commitments extending beyond the current year. However, when publishing its programme for the season, and selling tickets (including season tickets) the Association is committed to significant costs of those future concerts and the general costs of operation. In the event that one or more concerts has to be cancelled, the Association would incur a substantial part of these costs without retaining the corresponding income. Some, but not all, cancellation costs may be covered by insurance but this will depend on the event or circumstance which caused the cancellation. Income for the season (from ticket sales, donations etc) is not guaranteed, and whilst this has been reasonably stable it could well prove to be less than was anticipated when setting the budget for the year; there could also be unexpected additional costs. For these reasons, the Trustees consider that funds equivalent to at least half of the expected expenditure for the year should be maintained as reserves. In addition, a significant capital expenditure is being planned for upgrading the concert lighting system in St Peter's and improving access.

The Trustees have reviewed the financial position and consider that the balance currently held is appropriate.

6. Friends of Music at St Peter's

The Association is heavily dependent on the annual donations made by the Friends to support its activities, together with Gift Aid recovered from HMRC on these donations. The total donations in 2019 amounted to £ 2,465, which is a significant increase on the 2018 figure of £1,865.

The annual Friends' visit to Symphony Hall, Birmingham for a concert by the City of Birmingham Symphony Orchestra took place on 28 November. Whilst this event is normally intended to break even, in 2019 there was a small loss. The annual Friends' summer garden party was held in Laurence and Caddy Attewill's garden on 22 June.

7. CAVATINA Chamber Music Trust

Music at St Peter's continued to be supported by the CAVATINA Chamber Music Trust, which provides a subsidy of £7.50 for each young person (aged between 8 and 25) admitted free to eligible concerts. In 2019 subsidies were obtained in respect of 9 admissions under this scheme (compared to 7 in 2018).

8. First-Timers Free scheme

As in previous years, people attending a Music at St Peter's concert for the first time could apply for free tickets; 52 tickets were issued in 2019 under this scheme (compared to 24 in 2018). There is little evidence that this scheme is achieving its objective of attracting new audience members who might not otherwise have come to the concerts, and the Trustees have decided to discontinue this scheme for 2020.

9. Churches Conservation Trust and Wallingford Baptist Church

St Peter's church is in the care of the Churches Conservation Trust, which makes an annual charge for the use of the church. The total due to CCT in 2019 was £876 (including the additional concert; £785 in 2018). Through an arrangement with Wallingford Baptist Church, we are able to use their facilities to provide a green room for performers and toilets for performers and audience; a donation of £350 (£275 in 2018) was made to the Baptist Church.

10. General Meetings and changes in Officers

The Annual General Meeting for 2018 was held on 21 March 2019, at which the Annual Report for 2018 was formally adopted and the Accounts for 2018 (which had been endorsed by the Independent Examiner of Accounts) were formally received, and the Officers and Committee for 2019 elected.

Following the retirement of Patsy Perrin as Treasurer in December 2018, the Trustees are grateful to Dr David Pick for agreeing to take on this role. He was elected as a Trustee and Treasurer from 19 February 2019.

During 2019 Lady Diana Bradshaw and Arthur Procter resigned as Trustees. Both have made a very significant contribution to the running of Music at St Peter's over many years, and the Trustees wish to record their sincere thanks to Diana and Arthur.

Peter Burridge, who had been the Independent Examiner of Accounts for the Association for a number of years, retired from that position after examining the 2018 accounts. Jenny Cottey was appointed as the Independent Examiner for 2019.



John Pritchard
Secretary
28 March 2020

This Annual Report and the attached Accounts were approved by the Trustees at the AGM held on 2 April 2020

Wallingford Chameleon Arts

Registered Charity no. 1020145

INCOME AND EXPENDITURE ACCOUNT for year ending 31 December 2019

INCOME	2019, £	2018, £	EXPENDITURE	2019, £	2018, £
Concert ticket sales	15,787	13,548	Concert artists' fees and expenses *	12,325	13,354
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Other donations and miscellaneous income	426	1,761	Publicity, Printing, Web and Ticket printing	907	1,135
Birmingham trip - net payments received	1,180	1,392	Programme printing, purchase of refreshments *	551	689
Gift Aid (on previous year's donations)	952	1,369	Birmingham trip - coach & tickets	1,309	1,285
			Admin and Miscellaneous	191	438
	22,423	21,668		17,535	21,928
Special donation	20,000		Transfer to Special Purposes Fund	20,000	
TOTAL	42,423			37,535	
			Surplus of income over expenditure	4,888	

BALANCE SHEET as at 31 December 2019

ASSETS	2019, £	2018, £
Cash in bank account at 31 December	17,842	12,954
Special Purposes Fund	20,000	0
TOTAL	37,842	
gain for year on business account	4,888	
plus Special Purposes Fund	20,000	

Notes:

The accounts are prepared on a "receipts and payments" basis.

Figures are rounded to the nearest £

* In addition to the expenditure recorded up to 31 December 2019, certain costs incurred during the year were paid or payable after the year end, amounting to £1561 (payment to CCT, PRS fees, and other expenses)

For Wallingford Chameleon Arts:

Dr David Pick

Dr David Pick, Treasurer

I have examined the Income and Expenditure Account and Balance Sheet for the year ended 31st December 2019 and can confirm that they accurately reflect the financial records for the period under review and the assets and liabilities at the Balance Sheet date.

Jennifer Cottee

Jennifer Cottee, Independent Examiner of Accounts

Date: 3 April 2020

Wallingford Chameleon Arts

Registered Charity no. 1020145

INCOME AND EXPENDITURE ACCOUNT for year ending 31 December 2019

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For Wallingford Chameleon Arts:

Dr David Pick

Dr David Pick, Treasurer

I have examined the Income and Expenditure Account and Balance Sheet for the year ended 31st December 2019 and can confirm that they accurately reflect the financial records for the period under review and the assets and liabilities at the Balance Sheet date.

Jennifer Cottee

Jennifer Cottee, Independent Examiner of Accounts

Date: 3 April 2020



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Wallingford Chameleon Arts

**On accounts for the
year ended**

31 December 2019

**Charity no
(if any)**

1021045

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2019DD/MM/YYYY.

**Responsibilities and
basis of report**

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").

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.

**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 (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Jennifer S Cottee

Date:

3 APRIL 2020

Name:

Jennifer Susan Cottee

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

-

Address:	85 Westwood Road
	Tilehurst
	Reading RG31 5PY

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

none

Report

All the documentation considered, including the annual report for the year ending 31 December 2019, formally adopted by the Trustees on 2 April 2020, were in good order and consistent with good practice. Proper procedures were in place. I am in no doubt that a true and fair view of the work and achievements of the Charity were presented in the annual report and the income and expenditure account for the year ending 31 December 2019.