

Harrow Choral Society
Charity Number: 262070

Trustees' Annual Report
for the Period 1 August 2019 to 31 July 2020

Address: 14 Le Corte Close Kings Langley Hertfordshire WD4 9PS

Names of Trustees of the Charity

<u>Name</u>	<u>Office</u>	<u>Period (if not whole year)</u>
Peter Miller	Chairman	
Rhona Taylor	Secretary	
Roy Farrant	Treasurer	
Averil Collins		
Margaret Davies		
Jill Mans		
Monica Miller		
Olwen Moss		
Anna Tribick		
Mark Sutherland		
Lesley Smith		
Colette Quirke		28 October 2019 onwards

Structure, Governance & Management

Type of Governing Document:

Constitution

How the Charity is Constituted:

Unincorporated Association

Trustee Selection Methods:

Elected by and from the members

Objects

Summary

To advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public concerts and recitals.

Statutory Declaration on Public Benefit

In planning activities for the year the trustees have considered the Charity Commission's guidance on public benefit. We aim to encourage the local community to attend our concerts, all competitively priced and with concessions available, to hear, appreciate and enjoy the huge variety of choral music that has been written. New members of the society are always welcome. The society always aims for the highest possible standard in its concert presentations, to give attendees the best possible experience.

Activities, Achievements & Performance

The society presents typically three public concerts each year, all of which are widely publicised and admission to which is open to all. Where suitable venues are available these public concerts are given in the local (Harrow) area. A wide repertoire of choral music is presented, from 16th to 21st century. Regular tours to other UK or European venues are undertaken, aiming to share our performances with other local communities.

Normally the choir meets together weekly for practice. This year, however, the Covid-19 corona virus meant we were unable to meet together either to rehearse or to perform concerts from March. Instead, the choir met electronically, via Zoom, to practice and record a variety of songs.

Our regular annual Christmas concert was given but there were no public concerts for the remainder of the year.

Financial Review

Statement of the Charity's Policy on Reserves

The society aims to maintain reserves broadly equivalent to six to nine months' normal payments, to ensure that funds are available to meet commitments as they arise.

Details of Any Funds Materially in Deficit

There are no funds which were materially in deficit at the date of the statement of assets & liabilities.

Particulars of Any Outstanding Debt

There are no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets & liabilities.

Declaration

The Trustees declare that they have approved the above report.



Roy Farrant

Treasurer

On behalf of the trustees

7 December 2020

HARROW CHORAL SOCIETY - ACCOUNTS FOR THE YEAR ENDED 31 JULY 2020

HARROW CHORAL SOCIETY - ACCOUNTS FOR THE YEAR ENDED 31 JULY 2020 - RECEIPTS AND PAYMENTS ACCOUNT (UNRESTRICTED FUND) - RECEIPTS

	Concerts						Tour 2020 Normandy	TOTAL	Total Year Ended 31Jul19
	General	Summer 2020	Spring 2021 - Cantata Caledonia	Spring 2020	Christmas 2019	Away Day 2019	Total Concert		
	£	£	£	£	£	£	£	£	£
Receipts									
Members Subscription	18,315	-	-	-	-	-	-	18,315	19,205
Subscription Refund re Covid-19 (see note 1)	3,305	-	-	-	-	-	-	3,305	
Member Donations re Covid-19 (see note 1)	1,100	19	-	274	-	-	293	1,393	
Friends Subscriptions	610	-	-	-	-	-	-	610	485
Gift Aid Tax Refunds	-	-	-	-	-	-	-	-	3,471
Singing Lessons	520	-	-	-	-	-	-	520	260
Workshop Fees (2019: Singing for Improvers)	450	-	-	-	-	-	-	450	285
Members contributions to Away Day	-	-	-	-	-	-	-	-	5,700
Ticket Sales	-	-	-	-	7,254	-	7,254	7,254	22,033
Refreshments Sales	-	-	-	-	471	-	471	471	722
Programme Sales	-	-	-	-	140	-	140	140	466
Coach transport	-	-	-	-	-	-	-	-	900
Legacies & Bequests	-	-	-	-	-	-	-	-	10,000
Donations	-	-	-	-	-	-	-	-	52
Audience Donations	-	-	-	-	-	-	-	-	-
Music Sales	-	23	-	655	991	-	1,623	1,623	4,359
Tour Fees	-	-	-	-	-	-	-	100	5,600
Fund Raising	104	-	-	-	-	-	-	104	121
Raffle Receipts	459	-	-	-	-	-	-	459	603
Folder Sales	36	-	-	-	-	-	-	36	74
Bank Interest Received	96	-	-	-	-	-	-	96	88
Total Receipts	18,386	4	-	929	8,855	-	9,781	28,266	74,424

HARROW CHORAL SOCIETY - ACCOUNTS FOR THE YEAR ENDED 31 JULY 2020

HARROW CHORAL SOCIETY - ACCOUNTS FOR THE YEAR ENDED 31 JULY 2020 - RECEIPTS AND PAYMENTS ACCOUNT (UNRESTRICTED FUND) - PAYMENTS

	General	Concerts						Tour 2020 Normandy	TOTAL	Total Year Ended 31Jul19
		Summer 2020	Spring 2021 - Cantata Caledonia	Spring 2020	Christmas 2019	Away Day 2019	Total Concert			
Payments										
Director of Music Fees	7,770	415	-	415	830	-	1,660	-	9,430	11,634
Accompanist Fees	4,152	-	-	-	555	-	555	-	4,707	6,408
Singing Lesson Costs	1,050	-	-	-	-	-	-	-	1,050	481
Musicianship for Singers Course	900	-	-	-	-	-	-	-	900	
Venue Hire (see note 2)	2,210	-	2,850	100	1,950	-	800	-	1,410	13,192
Soloists Fees	-	-	-	-	-	-	-	-	-	3,325
Orchestra Fees	-	-	-	45	750	-	795	-	795	4,750
Instrument Hire	-	-	-	450	-	-	450	-	450	
Additional Singer fees	-	-	-	-	100	-	100	-	100	130
Speaker Fees	-	-	-	-	754	-	754	-	754	960
Travel costs	46	-	-	-	-	-	-	-	46	2,600
Tour Organiser	-	-	-	-	-	-	-	-	-	5,100
Music Costs	46	1,355	-	2,192	1,191	-	4,739	-	4,785	3,363
Refreshment Costs	99	-	-	-	250	-	250	-	348	3,119
Programme and Ticket Printing	-	-	-	-	361	-	361	-	361	1,059
Publicity Costs	277	-	-	516	369	-	885	-	1,162	2,892
Presentation Costs	44	-	-	45	35	27	107	-	151	151
Licence Costs	40	-	-	-	21	-	21	-	61	103
Computer and Equipment Costs	75	-	-	-	-	-	-	-	75	30
Subscription Expense	365	-	-	-	-	-	-	-	365	365
Website Costs	1,237	-	-	-	-	-	-	-	1,237	682
Printing Postage and Stationery	133	-	-	-	-	-	-	-	133	185
Meeting Costs	-	-	-	-	-	-	-	-	-	69
Insurance	132	-	-	-	-	-	-	-	132	132
Paypal Fees	155	13	-	10	100	-	123	82	359	418
Total Payments	18,730	1,784	2,850	3,772	7,266	27	9,999	82	28,811	61,148
Excess of Receipts over Payments	-	-	-	-	-	-	-	-	-	13,276
Cash funds at the end of last year	345	1,788	2,850	2,843	1,589	27	218	18	48,255	34,979
Cash funds at the end of this year	-	-	-	-	-	-	-	-	47,710	48,255

Brackets: () = negative number

HARROW CHORAL SOCIETY - ACCOUNTS FOR THE YEAR ENDED 31 JULY 2020

HARROW CHORAL SOCIETY - ACCOUNTS FOR THE YEAR ENDED 31 JULY 2020 - STATEMENT OF ASSETS AND LIABILITIES (UNRESTRICTED FUND)

	General	Concerts						Tour 2020 Normandy	TOTAL	Total Year Ended 31Jul19
		Summer 2020	Spring 2021 - Cantata Caledonia	Spring 2020	Christmas 2019	Away Day 2019	Total Concert			
Assets										
Cash Funds:										
Bank accounts	47,764								47,764	48,248
Cash	7								7	7
Total Cash Funds	47,771								47,771	48,255
Other Monetary Assets:										
Gift Aid tax refund 2019/20	3,026								3,026	3,482
Gift Aid tax refund 2018/19 (claim submitted)	3,482								3,482	
Total Other Monetary Assets	6,508								6,508	3,482
Total Assets	54,279								54,279	51,737
Liabilities										
Subscriptions received in advance (see note 1)	2,845								2,845	245
Accompanist costs	417								417	
Website costs	192								192	
Programme and ticket printing	-								-	
Total Liabilities	3,454								3,454	245
Net Assets									50,825	51,492

These accounts were approved by the committee on 5 October 2020 and are signed on their behalf by:


Roy Farrant BSc AKC FCA
Treasurer

16 October 2020

Notes

- The international Covid-19 epidemic meant that normal rehearsals and all concerts ceased in March 2020. Subscriptions that had already been received have either been donated to the choir, in which case they appear in receipts as Member Donations re Covid-19, or have been refunded to the member, showing as Subscription Refund re Covid-19, or are being carried forward to set off against next year's subscriptions, when they are included in Liabilities as Subscriptions received in advance
- The planned concert at Cadogan Hall for 2021 was also cancelled and the venue deposit that had been paid in the previous year was refunded to the choir.

INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE MEMBERS OF THE HARROW CHORAL SOCIETY

I report on the accounts of the Harrow Choral Society for the year ended 31 July 2020 which are set out on pages 1 to 3

Respective responsibilities of committee members and examiner

As the Society's committee members, you are responsible for the preparation of the accounts.

You consider that an audit for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) is not required and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the society 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 committee members concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the independent examiner's statement below.

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 proper accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



William Hall

Chartered Accountant (FCA)

Sarratt House, Bridle Lane, Rickmansworth, Hertfordshire, WD3 4JA

16 October 2020