

**Surrey Hills International Music Festival**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**For the year ended**

**30 September 2022**

**Charitable Incorporated Organisation (CIO) number 1171264**

## Surrey Hills International Music Festival

### REFERENCE AND ADMINISTRATION DETAILS

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<b>CIO name</b>	Surrey Hills International Music Festival	
<b>CIO number</b>	1171264	
<b>Principal office</b>	The Lodge Upper Street Shere Surrey GU5 9JA	
<b>Trustees</b>	Julia Pearson Gary Lloyd Henry Pearson George Burnett Lyn Litchfield Cindy Peck	Chairman
<b>Committee</b>	Julia Pearson Gary Lloyd Patricia Jubert Henry Pearson Wu Qian George Burnett Lyn Litchfield Cindy Peck	Chairman Treasurer Secretary and Friends' Administrator Adviser on Governance and IT matters Artistic Director
<b>Festival Management Services</b>	Roseland Services Ltd (Isabel Dawson)	
<b>Bank</b>	Lloyds Bank plc	

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## Trustees' Report for the year to 30 September 2022

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### 1. About the Festival

The Surrey Hills International Music Festival (SHIMF) is a Charitable Incorporated Organisation (CIO), with Registered Charity No. 1171264. For most of the year, the Festival traded as the Investec International Music Festival but it reverted to using its registered charity name when Investec Wealth & Investment, after ten years of exceptional sponsorship, withdrew from supporting the Festival after a change in their marketing strategy.

The address of the Festival is:

The Lodge  
Upper Street  
Shere, Guildford  
Surrey, GU5 9JA

The Festival was founded by international pianist Wu Qian who is our Artistic Director, and co-founded by professional musician and entrepreneur Tessa Marchington.

The Trustees during the year to 30 September 2022 were:

Mrs Julia Pearson	Chairman
Mr Gary Lloyd	Treasurer
Dr Henry Pearson	Adviser on Governance and IT matters
Mr George Burnett	
Mrs Lyn Litchfield	
Mrs Cindy Peck	

### 2. The Festival's management structure

SHIMF is run day-to-day by a Management Committee, which meets on a regular basis and is comprised of the Festival Trustees, Patricia Jubert (Committee Secretary) and Wu Qian (Artistic Director). Roseland Services Ltd continued to provide a part-time Festival Manager (currently Isabel Dawson). The Festival Manager also attends Management Committee meetings.

### 3. The Festival's activities and objectives in the year

The Festival has brought world-class artists to perform annually in intimate venues in the Surrey Hills and surrounding area for the past 13 years.

2022 was the 150th anniversary of the birth of Ralph Vaughan Williams (RVW). The Festival celebrated the composer's anniversary in a way which was truly unique to the county – looking back at his musical legacy, so much of which was inspired by and composed in the beautiful Surrey Hills and choosing venues linked to RVW, such as his school Charterhouse. The season also looked forward to the next generation and emulating RVW's own example of support for other composers, presenting the world premieres of three new works:

- David Matthews' new arrangement for chamber orchestra of RVW's Romance & Pastorale.
- Natalie Klouda's Piano Trio No.2, specially written for the Sitkovetsky Trio and drawing on RVW's own pastoral and literary inspirations (Natalie is a former pupil of the Yehudi Menuhin School in Surrey).
- The winning work from the Surrey Hills Young Composer Competition, launched by SHIMF to coincide with the RVW celebrations.

The season was launched on 19th March with a unique collaboration with RVW's school, Charterhouse, bringing the Britten Sinfonia together with a selection of the school's current music scholars for a performance in the awe-inspiring Memorial Chapel, in a programme including An Oxford Elegy, Fantasia on a Theme of Thomas Tallis and the world premiere of a specially commissioned new arrangement by David Matthews of Romance & Pastorale (directed from the violin by Alexander Sitkovetsky).

The main festival fortnight extended the celebrations with a thread of RVW's music running through each concert alongside works by other composers:

- The Sitkovetsky Trio & Friends performed works by RVW, Klouda, Beethoven and Matty Oxtoby, the winner of the Surrey Hills Young Composer Competition (Hall, Charterhouse).
- The Modigliani Quartet performed music by RVW alongside Schubert and the string quartet by Ravel, with whom RVW studied orchestration in Paris and subsequently formed a life-long friendship (Menuhin Hall).
- The Festival's Artistic Director, pianist Wu Qian and cellist Gary Hoffman performed David Matthews' Dark Pastoral – based on the surviving fragment of the slow movement to an unfinished Vaughan Williams Cello Concerto - alongside other works by RVW, Mendelssohn & Chopin (Menuhin Hall).
- The Festival Finale in the spectacular setting of RHS Hilltop at RHS Garden Wisley: clarinettist Michael Collins & Friends (including London Symphony Orchestra leader Roman Simovic, Executive Director of the Chineke! Foundation Chi-chi Nwanoku OBE, Ashok Klouda, Milena Simovic, Philippa Davies, Juliana Koch, David Jemison and Richard Watkins) combined RVW chamber works with Beethoven's Septet for winds and strings.
- Additional events included an exhibition of RVW artefacts and a lecture at Charterhouse by the school's Head of Academic Music, Dr Russell Millard (19 March pre-concert event); a talk and guided walk led by writer, lecturer and broadcaster Richard Wigmore in the area around RVW's childhood home, Leith

Hill Place; and a young artists' performance by pupils of the Menuhin School and guided walk in Dorking.

In spite of the pandemic, the Strings Scheme, administered by the Royal Grammar School Guildford, was able to continue, in either virtual or face-to-face forms to fit with whether pupils were at schools or at home. The Scheme, which the Festival significantly funds as part of its charitable activities (with up to £4,000 per annum funding from Festival Friends and a specific grant from the Community Foundation for Surrey), provides violin and cello tuition to year four pupils at three Guildford primary schools under the expert tuition of professional music teachers. The Scheme has led to the creation of a string orchestra of pupils from years 5 and 6 who decide to carry on learning. SHIMF will conclude its support to Boxgrove School and Sandfields after this academic year whilst reviewing future youth projects.

#### **4. Financial review and statement on reserves**

The Festival carefully manages its budgets, as ticket sales rarely cover concert costs. The Committee members serve voluntarily and for no remuneration. The Core Festival sponsorship by Investec W&I continued at its previous level of £35,000 for the 2022 season. Still, they announced in August 2022 that they were concluding their generous sponsorship and that 2022 would be the final year of their support.

With careful husbandry and the generosity of sponsors, Friends and other donors, the Festival's financial position was largely maintained during the year to 30 September 2021, with a net decrease in Unrestricted funds of £425 and no change in Restricted funds.

Principal sources of funds were:

- Continuing sponsorship from Investec W&I and other corporate sponsors (Allianz Musical Insurance and Jon Dibben, Jeweller).
- A generous donation by the SHIMF Chairman to sponsor the new commission by David Matthews.
- A grant from the Vaughan Williams Charitable Trust.
- Contributions from Festival Friends, the Director's Circle and Circle of Angels.

The principal expenditure has been on concert advertising and promotion, the Strings Scheme, and the cost of £13,604 for the Festival Manager. Governance costs consisted entirely of necessary expenses incurred during committee duties and the cost of the Festival Manager.

Consistent with the Festival's policy of retaining sufficient cash reserves to act as working capital for each year's activities and to act as a buffer against uncertainties in sponsorship income, an Unrestricted balance of £76,048 and a Restricted balance of £1000 have been carried forward as at 30 September 2022.

#### **5. The outlook for the future**

The Surrey International Music Festival continues to be a much-loved local event with an increasing audience base. We look forward to an exciting future, with an increasing profile on the national scene, enthusiastic audiences, and exciting programming for the seasons to come.

The withdrawal of Investec Wealth & Investment as the headline sponsor poses a new challenge for the Festival: developing a fund-raising programme. Already underway, this campaign aims to develop new corporate sponsors and individuals to provide support for concerts or individual artists to replace the sponsorship of Investec. The campaign was started with a reception and exclusive piano performance by Artistic Director Wu Qian and Festival favourite Juho Pohjonen held at the Chairman's home on 29 November 2022.

The 2023 season will be launched on Tuesday, 2 May, with a Young Artists' concert in the Stone Hall at West Horsley Place with the first of two Pilgrims' Guided Walks beforehand. Allianz Musical Insurance, our 2023 Young and Emerging Artists Sponsor supports the concert. Then the Coronation weekend, sees the return of Tenebrae to Holy Trinity, Guildford, to perform sacred choral works by Bach and Macmillan on Friday, 5 May. This will be followed on Sunday, 7 May, by the Julian Bliss Quintet, a jazz ensemble, presenting some of the greatest Hollywood tunes from the 1930s up to the present day in the Garden Room in the stunning RHS Hilltop building at Wisley.

The second week of the Festival, Tuesday, 9 May, will see the second Lunchtime Young Artists' Concert and Pilgrims' Walk, centred on the Norman church of St James in Shere. This will feature students from the Menuhin School and again will be sponsored by Allianz Musical Insurance. The final two concerts will be held at the Menuhin Hall with the return of the cello and piano duo Gary Hoffman and Wu Qian on Thursday, 11 May. The Festival Finale on Saturday, 13 May, will feature the Sitkovetsky Trio & Friends playing Beethoven and Dvořák. This performance will be in conjunction with our publicity partners, The Arts Society in Surrey.

The Festival will continue to work with our media partner, BBC Radio Surrey, on a monthly feature, the Sunday Listening Club, in which Festival Manager Isabel Dawson and presenter Kevin Duala explore music's potential to lift the spirits and entice listeners who might be new to classical repertoire.

## Surrey Hills International Music Festival

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE FINANCIAL STATEMENTS OF THE CHARITY For the year ended 30 September 2022**

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I report on the accounts of the charity for the year ended 30 September 2022, which are set out on pages F1 to F4.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state 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 Commission. 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 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 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 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.



GJ Revill ACIB

21 December 2022

Fairview, Pilgrims Way, Westhumble, Surrey RH5 6AP

# Surrey Hills International Music Festival

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30 September 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Incoming resources</b>	<b>1</b>				
<i>Incoming resources from charitable activities</i>					
Concert ticket sales		25,175	0	25,175	18,492
Programme sales & advertising revenues		1,185	0	1,185	1,680
Merchandise sales		30	0	30	62
Contributions from Friends		6,070	0	6,070	4,260
Contributions from Directors' Circle		1,300	0	1,300	4,950
<i>Incoming resources from generated funds</i>					
Sponsorship & other donations		39,007	100	39,107	42,599
Grants		0	13,100	13,100	0
Income tax recoverable through Gift Aid		0	0	0	2,149
<b>Total incoming resources</b>		<b>72,767</b>	<b>13,200</b>	<b>85,967</b>	<b>74,192</b>
<b>Resources expended</b>					
<i>Charitable activities</i>					
Concert performers' fees		32,298	5,000	37,298	15,687
Hire of concert venues & instruments		5,755	0	5,755	7,667
Ticket agent sales commission & website fees		2,917	0	2,917	1,738
Promotion, advertising & programme costs		15,135	0	15,135	7,857
Concert food, drink & other costs		2,384	0	2,384	805
Support of Strings Scheme in Schools		1,300	8,100	9,400	10,800
Young Composer Awards		750	100	850	0
<i>Governance costs</i>		15,396	0	15,396	15,266
<b>Total resources expended</b>		<b>75,935</b>	<b>13,200</b>	<b>89,135</b>	<b>59,820</b>
<b>Net incoming/(outgoing) resources and net movement in funds</b>		<b>(3,168)</b>	<b>0</b>	<b>(3,168)</b>	<b>14,372</b>
Transfers		0	0	0	0
Fund balances brought forward		76,473	1,000	77,473	63,101
Fund balances carried forward		<b>73,305</b>	<b>1,000</b>	<b>74,305</b>	<b>77,473</b>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The notes on page 4 form part of these financial statements.



# Surrey Hills International Music Festival

## BALANCE SHEET

As at 30 September 2022

		2022		2021	
	Notes	£	£	£	£
<b>Current assets</b>					
Debtors & prepayments	3	0		59,551	
Cash at bank		84,733		30,321	
		<u>84,733</u>		<u>89,872</u>	
<b>Creditors falling due within one year</b>					
Creditors & accruals	4	(10,428)		(12,399)	
<b>Net current assets/(liabilities)</b>			74,305		77,473
<b>Total assets less current liabilities</b>			<u>74,305</u>		<u>77,473</u>
<b>Capital &amp; reserves</b>					
Restricted income funds			1,000		1,000
Unrestricted income funds			73,305		76,473
<b>Total charity funds</b>	5		<u>74,305</u>		<u>77,473</u>

The notes on page F4 form part of these accounts.

The financial statements were approved by the trustees on 12 January 2023.

*Julia P. Pearson*

Julia P Pearson

Chairman of trustees on behalf of the trustees

# Surrey Hills International Music Festival

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 September 2022

### 1 Accounting policies

#### *Accounting convention*

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). They comply with the 2005 Statement of Recommended Practice for Accounting and Reporting by Charities. Charitable status was granted on 20 February 2012. The Festival became registered as a Charitable Incorporated Organisation (CIO) on 24 January 2017 and all activities of the previous charity were absorbed into the CIO with effect from that date.

#### *Incoming resources*

Incoming resources are accounted for when the charity has entitlement to the funds, certainty of receipt and the amount is measurable. Income is generated principally from the sale of tickets, programmes and refreshments at the festival concerts, together with donations from the Friends of the Surrey Hills International Music Festival and other donors and sponsors.

#### *Fund accounting*

Unrestricted funds are available to use to further any of the purposes of the charity. Designated funds are unrestricted funds which have been set aside to fund particular future activities of the charity. Restricted funds are donated for particular areas of the charity work or for specific projects.

#### *Resources expended*

Resources expended are recognised once there is a legal or constructive obligation to make a payment to a third party. The costs of each category of charitable activity are the direct costs of that activity, including any attributable VAT that cannot be recovered. Governance costs include all costs of compliance with constitutional and statutory requirements, including legal fees, insurance, the costs of meetings and other administrative support costs.

### 2 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 3 Debtors

	2022	2021
	£	£
Gift Aid recoverable	0	2,149
Sundry debtors & prepayments	0	57,402
	<u>0</u>	<u>59,551</u>

### 4 Creditors falling due within one year

	2022	2021
	£	£
Creditors & accruals	10,428	12,399
	<u>10,428</u>	<u>12,399</u>

### 5 Charity funds

	Unrestricted funds	Restricted funds	Total	Total
	£	£	2022	2021
	£	£	£	£
Closing balances made up as follows:				
Net incoming/(outgoing) resources	73,305	0	73,305	76,473
Restricted funds brought forward:				
Commissioned work	0	1,000	1,000	1,000
	<u>73,305</u>	<u>1,000</u>	<u>74,305</u>	<u>77,473</u>

**Surrey Hills International Music Festival**

**DETAILED TRADING & PROFIT & LOSS ACCOUNT**

For the year ended 30 September 2022

	Notes	2022 £	2021 £
<b>Turnover</b>		85,967	74,192
May 19 Charterhouse	5,207		2,700
May 5 Charterhouse	2,080		7,756
May 7 YMS	5,324		548
May 12 YMS	3,962		2,336
May 14 Wisley	7,535		5,152
Oct 8 Hatchlands	1,024		0
Walks & talks	43		0
Festival Friends 2021	0		4,260
Festival Friends 2022	6,070		0
Directors' Circle	1,300		4,950
Sponsorship - Restricted	100		7,000
Sponsorship - Unrestricted	39,000		35,000
Donations - Gift Aid	0		507
Donations - Other	7		92
Grants - Restricted	13,100		0
Gift Aid recoverable	0		2,149
Programme advertising	375		1,150
Programme sales	810		530
Merchandise sales	30		62
<b>Cost of sales</b>		(59,450)	(33,452)
Performers' fees - Day 1	(17,029)		(1,876)
Performers' fees - Day 2	(5,100)		(8,640)
Performers' fees - Day 3	(5,328)		(317)
Performers' fees - Day 4	(2,625)		(750)
Performers' fees - Day 5	(6,562)		(4,104)
Performers' fees - Day 6	(469)		0
Performers' fees - Winter, Friends' party etc	(185)		0
Concert venue hire, staging, lights - Day 1	0		(900)
Concert venue hire, staging, lights - Day 2	0		(300)
Concert venue hire, staging, lights - Day 3	(874)		(100)
Concert venue hire, staging, lights - Day 4	(874)		(180)
Concert venue hire, staging, lights - Day 5	(3,360)		(3,912)
Promotion, advertising & PR	(11,394)		(6,525)
Piano tuning & instrument hire - Day 1	0		(1,195)
Piano tuning & instrument hire - Day 4	(317)		0
Piano tuning & instrument hire - Day 5	0		(1,080)
Piano tuning & instrument hire - Day 6	(330)		0
Concert food, drink, flowers	(1,551)		(200)
TIC sales commission - Day 1	0		(259)
TIC sales commission - Day 2	0		(727)
TIC sales commission - Day 3	(807)		(50)
TIC sales commission - Day 4	(602)		(221)
TIC sales commission - Day 5	0		(481)
TIC sales commission - Day 6	(98)		0
Photography & filming	(400)		(1,030)
Programme notes	(250)		0
Medical attendance at concerts	(833)		(605)
Ticketing site fees	(462)		0
<b>Gross profit</b>		26,517	40,740
<b>Operating expenses</b>		(29,685)	(26,368)
Strings Scheme sponsorship	(9,400)		(10,800)
Young composer awards	(850)		0
Stationery, printing & postage	(3,091)		(302)
Performing Rights Society fees	(394)		0
Insurance & trade associations	0		(69)
Stage equipment & lighting (IIMF own)	(293)		(54)
Festival manager	(13,604)		(14,055)
Committee travel & other expenses	(160)		0
Subscriptions	(570)		(905)
Other expenses, gratuities etc	(300)		(150)
Bank charges & data protection	(80)		(38)
Interest receivable	5		5
Sumup fees	(4)		0
Stripe fees	(944)		0
<b>Operating profit</b>		<u>(3,168)</u>	<u>14,372</u>

## Surrey Hills International Music Festival

### ANALYSIS OF CONCERT NET PROCEEDS

For the year ended 30 September 2022

	Day 1 May 19 Charterhouse £	Day 2 May 5 Charterhouse £	Day 3 May 7 YMS £	Day 4 May 12 YMS £	Day 5 May 14 Wisley £	Day 6 Oct 8 Hatchlands £	Walks & talks £	Total £
Concert ticket sales	5,207	2,080	5,324	3,962	7,535	1,024	43	25,175
Concert performers' fees	(17,029)	(5,100)	(5,328)	(2,625)	(6,562)	(469)	(185)	(37,298)
Hire of concert venues & piano tuning	0	0	(874)	(1,191)	(3,360)	(330)		(5,755)
Ticket agent sales commission	0	0	(807)	(602)	0	(98)		(1,507)
Stripe fees	(229)	(92)	0	0	(354)	0	(165)	(839)
<b>Net proceeds this year</b>	<b>(12,051)</b>	<b>(3,112)</b>	<b>(1,685)</b>	<b>(456)</b>	<b>(2,741)</b>	<b>127</b>	<b>(307)</b>	<b>(20,224)</b>
	Sep 16 WHP Barn £	Sep 18 Holy Trinity £	Sep 22 St Martha's £	Sep 23 WHP Hall £	Sep 25 RHS Wisley £			<b>Total £</b>
<b>Net proceeds last year</b>	<b>(1,530)</b>	<b>(1,911)</b>	<b>81</b>	<b>1,185</b>	<b>(4,425)</b>			<b>(6,600)</b>