



# Trustees' Annual Report

for the period

From (start date) **211215** to (end date) **310716**

## Section A

### Reference and administration details

Charity name

**CITY OF LONDON CHOIR**

Other names the charity is known by

Registered charity number (if any)

**1164955**

Charity's principal address

**20 HIGHCLERE ROAD  
NEW MALDEN**

Postcode **KT3 3HJ**

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	DANIEL MANSFIELD	CHAIRMAN	—	
2	JENNIFER ROBINSON	GENERAL MANAGER	—	
3	MARK S. ST. G. HILL	TREASURER	—	
4	CAROLINE RAYSON	SECRETARY	—	
5	CHRISTOPHER MATTHEW	REGISTRAR	—	
6	GORDON BANNER	WEB MANAGER	—	
7	CELIA CLARK	PR & MEDIA	Appointed 24/2/16	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Section A

## Reference and administration details (continued)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

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

## Section B

## Structure, governance and management

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

CONSTITUTION

How the charity is constituted  
(eg trust, association, company)

CHARITABLE INCORPORATED ORGANISATION

Trustee selection methods  
(eg appointed by, elected by)

APPOINTED BY AGM OF MEMBERS

Additional governance issues (optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
  - relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C

## Objectives and activities

Summary of the objects of the charity set out in its governing document

To promote, improve, develop & maintain public education in the art & science of choral music in all its aspects by the presentation of public choral concerts primarily in and around the City of London.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity did not start its activities until 01 February 2017.

Additional details of objectives and activities (optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

The charity did not start its activities until 01 February 2017.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

The charity's policy is to hold a level of reserves that is broadly equivalent to between one and one and a half year's worth of planned future expenditure.

Details of any funds materially in deficit

None

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

*D Mansfield*

Full name(s)

DANIEL GUY MANSFIELD

Position (eg Secretary, Chair, etc)

CHAIRMAN

Date

160317

**CITY OF LONDON CHOIR**  
Registered Charity No 1164955

**SUMMARY INCOME & EXPENDITURE ACCOUNT & TREASURER'S REPORT  
FOR THE PERIOD ENDED 31 JULY 2016**

<b>INCOME</b>	<b>2016</b>
	<b>£</b>
	<u>£0</u>
<b>EXPENDITURE</b>	
	<u>£0</u>
<b>Surplus of income over expenditure</b>	<u>£0</u>

The Charity was entered on the Register of Charities on 21 December 2015. There was no activity during the period under review. The assets of the old Charity No. 265024 were transferred to the Charity on 31 January 2017.

**EMPLOYMENT OF FUNDS**

<b>General Fund</b>		<b>Assets/Liabilities</b>	
	<b>£</b>		<b>£</b>
Balance @ 21/12/2015	0	Cash at bank	0
Surplus of income over expenditure	0	Stock of CDs	0
		Stock of Folders	0
		Debtors	0
		Creditors	0
<b>Balance @ 31/07/2016</b>	<u><u>£0</u></u>		<u><u>£0</u></u>

The figures above are extracted from the full statutory accounts of the Choir for 2015-16 which have been independently examined by a chartered certified accountant.

  
16/3/17



**CITY OF LONDON CHOIR**  
Registered Charity No 1164955

**SUMMARY INCOME & EXPENDITURE ACCOUNT & TREASURER'S REPORT  
FOR THE PERIOD ENDED 31 JULY 2016**


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	<u>£0</u>
<b>EXPENDITURE</b>	
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Balance @ 21/12/2015	0	Cash at bank	0
Surplus of income over expenditure	0	Stock of CDs	0
		Stock of Folders	0
		Debtors	0
		Creditors	0
<b>Balance @ 31/07/2016</b>	<u>£0</u>		<u>£0</u>

Signed Mark S St G Hill, Treasurer 16 March 2017

  
DANIEL GUY MANSFIELD  
CHAIRMAN

**CITY OF LONDON CHOIR**

**FINANCIAL STATEMENTS**

**31 JULY 2016**

**REGISTERED CHARITY N°: 265024**

**JOHN LENNARDS**

**CHARTERED CERTIFIED ACCOUNTANTS**

**LONDON**

**CITY OF LONDON CHOIR**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2016**

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**CITY OF LONDON CHOIR****31 JULY 2016**

<b>REGISTERED CHARITY NUMBER:</b>	265024
<b>PATRONS</b>	Humphrey Burton CBE Rt. Rev'd Richard Chartres (Bishop of London)
<b>TRUSTEES</b>	D G Mansfield - Chairman G P A Banner C A Clark (Appointed 24 February 2016) M S St G Hill B Lishman (Appointed 3 November 2016) C T Matthews C Rayson J J Robinson
<b>MUSICAL DIRECTOR</b>	Hilary Davan Wetton
<b>PRINCIPAL GUEST CONDUCTOR</b>	Mark Williams
<b>ASSOCIATE CONDUCTOR</b>	Stephen Farr
<b>PRINCIPAL ADDRESS</b>	20 Highclere Road New Malden KT3 3HJ
<b>BANKERS</b>	Royal Bank of Scotland plc 5 - 10 Great Tower Street London EC3P 3HX
<b>INDEPENDENT EXAMINERS</b>	John Lennards Associates Limited Chartered Certified Accountants 1364 London Road Norbury London SW16 4DE
<b>WEBSITE</b>	<a href="http://www.cityoflondonchoir.org">www.cityoflondonchoir.org</a>

## CITY OF LONDON CHOIR REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2016

The Trustees present their report along with the financial statements of the Charity for the year ended 31st July 2016.

### Constitution and Objects

The Charity's Governing Document is its Constitution which was last amended on 26 March 2003. The constitutional objects of the Charity are:

- To advance the musical education of the inhabitants of London by the study and practice of choral music; and
- To promote choral concerts, particularly in the City of London, for the purposes of fostering the public knowledge and appreciation of such music.

In pursuing such objects, the City of London Choir aims to provide exciting musical experiences for members and audiences. In particular, it seeks to:

- Encourage amateur singers, especially those based in the City, to develop their musical expertise and enjoy singing together;
- Provide increased opportunities for audiences to hear both established and less well-known works;
- Demonstrate that music of the highest quality can be achieved by amateurs and professionals working together;
- Celebrate and share the fun of music-making and to encourage more people to experience choral music, whatever their age, background or previous musical interest; and
- Support charities and worthy causes.

### Development, Activities and Achievements

The City of London Choir is busy and versatile, regularly performing in ensembles from 8-12 singers to our full strength of around 120. We have provided music for a wide range of social and corporate events and we are particularly pleased to support events organised by our sponsors.

In our 2015-16 season, as a sole promoter we promoted three concerts during the year, rather than our normal four. In December we held two Carol Concerts; for the ninth time in St. John's, Smith Square, with Stephen Farr at the organ and Timothy End at the piano, and then at the Barbican Hall with Timothy End (piano), Jeremy Cole (organ) and the RPO Brass as accompanists. In March, at the Barbican Hall with the Royal Philharmonic Orchestra, we performed Brahms' *German Requiem* and *Psalm 98*, with soloists Claire Rutter (soprano) and Stephen Gadd (baritone). Claire also sang Strauss' *Four Last Songs*.

As a co-promoter with the RPO, we participated in the first two of our series of six joint Haydn/Mozart concerts at the Cadogan Hall. In November we performed Haydn's *Nelson Mass* and Mozart's *Regina Coeli*, with soloists Rachel Nicholls, Catherine Hopper, Jeremy Lloyd Roberts and Darren Jeffrey. Tom Poster performed Mozart's Piano Concerto No. 23. In April we performed Haydn's *Paukenmesse* and Mozart's *Laudate Dominum*, with soloists Grace Davidson, Anna Harvey, Mark Wilde and Ashley Riches. Leon McCawley performed Mozart's Piano Concerto No. 21.



**CITY OF LONDON CHOIR  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JULY 2016**

As usual the choir also participated in several concerts promoted by other organisations. We were extremely pleased to be invited once again to perform at the English Music Festival held in May in Dorchester-upon-Thames, where we performed a selection of works by Elgar, Bliss, Sterndale Bennett, Havergal Brian, Howells and Dankworth, accompanied by the Holst Orchestra with Marta Fontanals-Simmons (CLC alumna) as soloist. In December we were again invited to sing at VSO's annual fundraising concert held, this year, in Methodist Central Hall which, as always, proved to be a popular event for both audience and members of the choir. We also continued our relationship with Raymond Gubbay Ltd, performing Beethoven's *Ninth Symphony* in September, the 'Classic Carols' concert in December, both at the Royal Albert Hall and finally in April at the Last Night of the Spring Proms at the Royal Festival Hall. In November we were invited by the London Mozart Players to perform Mozart's *Mass in C. Minor* and *Regina Coeli* at St. John's, Smith Square.

Promoting concerts at large venues such as the Brahms Requiem at the Barbican Hall in 2016 requires a significant level of outside support, and we are extremely grateful to all those individuals and organisations that have provided much needed support without which this season would not have been nearly as successful.

Finally, at the end of the season in July, the choir recorded a CD for RPO Records featuring Haydn's Nelson Mass and Paukenmesse with soloists Rachel Nicholls, Grace Davidson, Anna Harvey, Mark Wilde and Ashley Riches, accompanied by the Royal Philharmonic Orchestra under the direction of Hilary Davan Wetton. The CD was released in November 2016.

The Choir is a member of Making Music, previously the National Federation of Music Societies.

### **Reserves Policy**

The Choir needs to hold reserves for a number of reasons: to provide a cushion against losses in the course of a year, to enable it to commit to expenditure up to a year ahead and to give it flexibility in its long term planning. The Choir's policy is to hold a level of reserves that is broadly equivalent to between one and one and a half year's worth of planned future expenditure.

### **New Charitable Incorporated Organisation**

A new Charitable Incorporated Organisation (the new Charity) with Charities Reference Number 1164955 was registered with the Charities Commission on 21 December 2015 in the name of the City of London Choir. A full transfer of assets from the current Charity (Reference 265024) to the new Charity took place on 31 January 2017. The old Charity Reference has subsequently been removed from the Register of Charities.

**CITY OF LONDON CHOIR  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JULY 2016**

**Trustees' responsibilities in relation to the financial statements**

We choose under the constitution of the Charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its financial activities for the period. In preparing these financial statements we:

- select suitable accounting policies and apply them consistently;
- make reasonable and prudent judgements and estimates; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf:



29<sup>th</sup> May 2017

D G Mansfield, Chairman



**CITY OF LONDON CHOIR****INDEPENDENT EXAMINER'S REPORT****Independent Examiner's Report to the Trustees of the City of London Choir**

I report on the accounts for the year ended 31 July 2016 set out on pages 6 to 10.

**Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the financial statements; you consider that the audit requirement of section 144(2) of the Charities Act 2011 ("the 2011 Act") does not apply 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
- 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
- to prepare accounts which accord with the accounting records and comply with the 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.



A A Fakira  
John Lennards Associates Limited  
Chartered Certified Accountants  
1364 London Road, Norbury, London, SW16 4DE

29<sup>th</sup> May 2017

**CITY OF LONDON CHOIR**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2016**

		UNRESTRICTED FUND 2016 £	RESTRICTED FUND	UNRESTRICTED FUND 2015 £
Notes				
<b>INCOMING RESOURCES</b>				
		26,631	-	24,259
		2,535	-	2,895
	3	38,845	-	40,154
	8	7,702	-	11,186
		4,823	-	5,436
	9	259	-	1,958
		0		156
		2,252	-	3,403
		260	-	360
	10	1,292	-	2,165
		0		0
		470	-	410
		<u>85,069</u>	<u>-</u>	<u>92,382</u>
<b>EXPENDITURE</b>				
		16,864	-	15,015
		585	-	585
	3	54,395	-	46,745
		4,280	-	6,059
	9	15,697	-	2,501
		800	-	800
		522	-	408
		1,236	-	1,238
		762		90
		611		-
		684	-	753
		<u>96,436</u>	<u>-</u>	<u>74,194</u>
<b>NET MOVEMENT OF FUNDS FOR THE YEAR</b>				
		<u>(11,367)</u>	<u>-</u>	<u>18,188</u>
<b>TOTAL FUNDS BROUGHT FORWARD</b>				
		<u>108,372</u>	<u>-</u>	<u>90,184</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>				
		<u>97,005</u>	<u>-</u>	<u>108,372</u>

There are no recognised gains and losses in 2015 and 2016 other than those included in the Statement of Financial Activities.



## CITY OF LONDON CHOIR

BALANCE SHEET  
AT 31 JULY 2016

	Notes	£	31/07/2016 £	31/07/2015 £
<b>FIXED ASSETS</b>			0	0
<b>CURRENT ASSETS</b>				
Stocks	4	1,372		1,893
Debtors	5	11,514		8,592
Cash at bank and in hand	7	87,804		100,000
		100,690		110,485
Creditors: amounts falling due within one years	6	(3,685)		(2,113)
<b>NET CURRENT ASSETS</b>			£97,005	£108,372
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			£97,005	£108,372
<b>FUNDS</b>				
Unrestricted funds			97,005	108,372
Restricted funds			0	0
<b>TOTAL FUNDS</b>			£97,005	£108,372

The financial statements on pages 6 to 10 were approved by the trustees on 29 May 2017 and signed on its behalf by:

  
D G Mansfield  
Chairman

This balance sheet should be read in conjunction with the accompanying notes to the financial statements.

**CITY OF LONDON CHOIR**  
**NOTES TO THE FINANCIAL STATEMENTS**

**31 JULY 2016**

**1. Accounting policies**

**Basis of accounting**

The accounts have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 2011.

**Fund Accounting**

The Charity's Unrestricted Funds consist of general funds which the Charity may use for its purposes at its discretion.

Restricted Funds are those where the donor has imposed restrictions on the use of the funds.

Income arising on restricted funds and expenditure incurred in respect of these funds are reflected through the Statement of Financial Activities with any surpluses or deficits being appropriated to/from restricted funds.

**Stocks**

Stocks are valued at the lower of cost or net realisable value.

**2. Income**

Voluntary income and donations are accounted for as received by the Charity.

**3. Concert Account**

		Income	Expenditure	2016 Profit / (Loss)	2015
		£	£	£	£
Cadogan Hall	Haydn/Mozart	3,182	7,702	(4,520)	
St. John's, Smith Square	Carols	6,365	4,961	1,404	
Barbican Hall	Carols	12,221	8,980	3,241	
Barbican Hall	Brahms	13,666	24,538	(10,872)	
Cadogan Hall	Haydn/Mozart	3,411	8,214	(4,803)	
		<u>£38,845</u>	<u>£54,395</u>	<u>(£15,550)</u>	<u>(£6,591)</u>

**CITY OF LONDON CHOIR**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**31 JULY 2016**

<b>4. Stocks</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Folders held for resale	1,372	1,893
	<u>£1,372</u>	<u>£1,893</u>
<b>5. Debtors</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year		
H M Revenue & Customs	10,146	4,920
Concert account	200	3,556
Other debtors	1,168	116
	<u>£11,514</u>	<u>£8,592</u>
<b>6. Creditors: amounts falling due within one year</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Concert account	975	-
Other creditors	2,710	2,113
	<u>£3,685</u>	<u>£2,113</u>
<b>7. Cash at bank and in hand</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
CCLA Deposit account	78,403	88,018
RBS accounts	9,401	11,982
	<u>£87,804</u>	<u>£100,000</u>

**CITY OF LONDON CHOIR**  
**NOTES TO THE FINANCIAL STATEMENTS**

**31 JULY 2016**

<b>8. Performance and other fees</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
<b>Net surplus per engagement</b>		
VSO	385	780
Raymond Gubbay Ltd	3,524	7,515
The Garrick Club	465	475
English Music Festival	650	
London Mozart Players	600	-
Worshipful Co. of Saddlers	275	-
RPO (The Planets)	1,803	
Mawby Recording "Te Deum"	-	1,502
Weddings	-	914
	<u>£7,702</u>	<u>£11,186</u>
 <b>9. Recording account</b>	 <b>2016</b>	 <b>2015</b>
	<b>£</b>	<b>£</b>
Income	<u>259</u>	<u>1,958</u>
Expenditure	15,697	0
Stock 31/07/16	0	0
Stock 31/07/15		2,501
Net expenditure	<u>(£15,438)</u>	<u>£2,501</u>
 <b>10. Fund raising</b>	 <b>2016</b>	 <b>2015</b>
	<b>£</b>	<b>£</b>
Sandwich & Cake sales	1,270	973
Christmas Card Sales	22	-
Quiz Night	-	1,192
	<u>£1,292</u>	<u>£2,165</u>