

**LICHFIELD CATHEDRAL CHORUS**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2016**  
**REGISTERED CHARITY NUMBER 509833**

**DAINS LLP**  
**Chartered Accountants**  
**St John's Court**  
**Wiltell Road**  
**Lichfield**  
**Staffordshire**  
**WS14 9DS**

## **LICHFIELD CATHEDRAL CHORUS**

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**LICHFIELD CATHEDRAL CHORUS  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 JULY 2016**

**Reference and Administrative information**

**Honorary President:** Mr David Cliffe

The members of the Managing Committee are the Trustees under Charity Law.

The members of the Managing Committee who served during the year are:-

Mr Eric Lunt	Chairman
Mrs Pippa Allen-Simpson	Secretary (to 17 Nov 2015)
Mr Mike Tighe	Secretary (from 17 Nov 2015)
Mr Graeme Howard	Treasurer
Mrs Cherry Burston	Music Officer (to 8 Nov 2016)
Mrs Sally Fawcett	Publicity Officer
Miss Ann Smith	Vice Chairman
Mrs Ruth Tinsdeall	Membership Secretary
Mrs Janet Hill	Choir Representative (Auditions)
Mrs Brenda Forster	Ticket Officer (to 17 Nov 2015)
Mr Geoff Knights	Ticket Officer (from 17 Nov 2015 to 8 Nov 2016)
Mrs Lydia Jay	Ticket Officer (from 8 Nov 2016)
Mr Tony Newby	Minutes Secretary
Mr David Johnson	House Manager
Mrs Clare Cowley	Social Secretary
Mrs Liz Leaver	Patronage Secretary (to 8 Nov 2016)
Mrs Sue Williams	Patronage Secretary (from 8 Nov 2016)
Mr John Skurr	Music Officer (from 8 Nov 2016)
	Choir Representative (Assistant House Manager)

**Principal Address:** Lichfield Cathedral Chorus  
C/o Graeme Howard  
Woodside  
12 Saxon Walk  
Lichfield  
WS13 8AJ

**Registered Charity Number:** 509833

**Independent Examiner:** A P Morris FCA  
of Dains LLP  
St John's Court  
Wiltell Road  
Lichfield  
WS14 9DS

**Principal Bankers:** CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
ME19 4JQ

**LICHFIELD CATHEDRAL CHORUS  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 JULY 2016 (CONTINUED)**

**Report of the Managing Committee for the year ended 31 July 2016**

The members of the Managing Committee present their report along with the Financial Statements of the Charity for the year ended 31 July 2016.

The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the Charity's Constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

**Structure, Governance and Management**

The Charity is governed by its constitution and was registered with the Charity Commission in 1980. The constitution was reviewed and amended on 10 February 2011.

Managing Committee members are elected for a three year term at the Annual General Meeting which is usually held in October/November. The Managing Committee normally meets six times per year to consider the Charity's affairs.

New Committee Members are appointed from amongst the membership of the chorus.

**Objects, Organisation and Activities**

The Charity is established to advance, improve, develop and maintain public education in, and foster 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 in the Cathedral Church of Lichfield and elsewhere.

Members of the chorus comprise:

- a) Active members, who take part in the performance of choral works;
- b) Patrons, who do not take part in performances.

All members pay the annual subscription. The rates for 2015/2016 were as follows:

Full subscription	£88.00
Senior Citizens	£75.00
Students	£18.00
Patrons	£20.00 minimum

Ben Lamb, one of the Directors of Music at the Cathedral, is the Musical Director. Martyn Rawles, Organist of the Cathedral is the accompanist.

In recognition of the free use of the Cathedral for practices and performances, the Dean and Canons of the Cathedral are entitled to membership of the Association without payment of any subscription.

In the event of winding up of the Chorus any surplus assets shall be given or transferred to an organisation having similar objects to those of the Chorus.

**Achievements and Performances**

The 2015/2016 opening concert, Vivaldi Gloria was tackled with an admirable attention to detail with good ticket sales resulting in a profit of £684.

The Annual Carol concert was popular, with a retiring collection of £815. We are grateful to the Salvation Army for, once again, joining us.

**LICHFIELD CATHEDRAL CHORUS  
ANNUAL REPORT  
FOR THE YEAR ENDED 31 JULY 2016 (CONTINUED)**

The April concert, Vaughan William's Five Mystical Songs was a finely balanced performance, but with a lower ticket sale resulted in a small profit of £47.

In July the Chorus performed Brahm's German Requiem, together with our newly commissioned work Pritchard's We Remember Them as part of the Lichfield Festival. This was our Festival debut and the new piece commemorated the 100<sup>th</sup> Anniversary of the Battle of the Somme. There were no revenues.

The chorus acknowledges, with thanks, free use of the Cathedral for rehearsals and concerts and was pleased to donate £5,400 during the year to the Cathedral. The chorus wishes to thank the Dean and Chapter for their continued support.

**Financial Review**

The attached financial statements show the current state of the finances, which the Committee consider to be sound. Free reserves at 31 July 2016 totalled £24,600.

This falls within the range agreed by the Managing Committee and is held to finance working capital requirements and cover any future shortfall in income.

**Public Benefit**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and have complied with their duties under the Charities Act 2011.

**Trustees Responsibilities in Relation to the Financial Statements**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees 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 the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRSSE);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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

.....  
Eric Lunt

Date: 30 May 2017

## **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF LICHFIELD CATHEDRAL CHORUS**

I report on the accounts of the Charity for the year ended 31 July 2016 which are set out on pages 5 to 8.

### **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 Commissioners. 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 Acthave 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 P Morris FCA  
of Dains LLP  
St. John's Court  
Wiltell Road  
Lichfield  
Staffordshire  
WS14 9DS

30 May 2017

**LICHFIELD CATHEDRAL CHORUS  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2016**

	<b>Note</b>	<b>2016</b>	<b>2015</b>
		<b>£</b>	<b>£</b>
<b>Income from:</b>			
Subscriptions and donations	2	12,771	13,293
Concert income	3	10,600	20,351
Income from social events		1,485	1,890
Library income		1,464	1,012
Festival Commission income		945	-
CD income		172	5,018
Bank interest and investment income		438	500
<b>Total Income</b>		<b>27,875</b>	<b>42,064</b>
<b>Expenditure on:</b>			
General running expenditure	4	9,267	7,046
Concert expenditure	5	9,184	15,966
Expenditure on social events		1,481	2,050
Library expenditure		1,421	1,524
Festival Commission expenditure		4,000	-
CD expenditure		-	3,277
Donations to Lichfield Cathedral		5,400	6,000
<b>Total Expenditure</b>		<b>30,753</b>	<b>35,863</b>
<b>Net (Expenditure)/Income</b>		<b>(2,878)</b>	<b>6,201</b>
Unrealised Gain/(Loss) on investment revaluation	7	631	953
<b>Net movement in funds</b>		<b>(2,247)</b>	<b>7,154</b>
Fund Balance brought forward		28,847	21,693
<b>Fund Balance carried forward</b>		<b>26,600</b>	<b>28,847</b>

**LICHFIELD CATHEDRAL CHORUS**  
**BALANCE SHEET**  
**31 JULY 2016**

	Note	2016		2015	
		£	£	£	£
<b>FIXED ASSETS</b>					
Music					
As valued 31 July 1994			2,000		2,000
(valued for insurance purposes £5,000)					
Listed Investment	7		12,974		12,343
			<u>14,974</u>		<u>14,343</u>
<b>CURRENT ASSETS</b>					
CBF Deposit Account		10,180		11,545	
CAF Bank		6,406		615	
Debtors	8	3,110		2,460	
		<u>19,696</u>		<u>14,620</u>	
<b>CURRENT LIABILITIES</b>					
Creditors	9	(8,070)		(116)	
			<u>11,626</u>		<u>14,504</u>
<b>NET ASSETS</b>			<u><b>26,600</b></u>		<u><b>28,847</b></u>
<b>FUNDS</b>					
Income Fund			<u><b>26,600</b></u>		<u><b>28,847</b></u>

These accounts have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These Accounts were approved by the Trustees on 30 May 2017 and signed on their behalf by:

\_\_\_\_\_  
Eric Lunt

\_\_\_\_\_  
Graeme Howard



**LICHFIELD CATHEDRAL CHORUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2016**

**1. ACCOUNTING POLICIES**

**General**

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations.

These Accounts have been prepared under the historic cost convention with items recognised at cost or transaction value, with the exception of the music, which is included at valuation 31 July 1994 and investments which are shown at market value.

These accounts have been prepared on the accruals basis.

**2. SUBSCRIPTIONS AND DONATIONS**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Subscriptions	8,907	9,325
Tax repayable on Gift Aid income	2,125	2,300
Patrons & Donations	1,739	1,668
	<u>12,771</u>	<u>13,293</u>

**3. CONCERT INCOME**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Concert income:		
December	7,220	9,051
Carol Concert	815	870
April	2,565	6,510
May	-	1,929
June	-	1,991
	<u>10,600</u>	<u>20,351</u>

**4. GENERAL RUNNING EXPENDITURE**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Conductors and Accompanist	6,316	5,155
Rent of Room	1,165	495
Sundry Administration Expenditure	115	99
Adverts, Brochures and Website	714	430
Making Music Membership & Insurance	585	507
Independent Examiner's Fee	372	360
	<u>9,267</u>	<u>7,046</u>

**LICHFIELD CATHEDRAL CHORUS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2016 (CONTINUED)**

**5. CONCERT EXPENDITURE**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
December	6,536	5,476
Carol Concert	130	528
April	2,518	6,808
May	-	939
June	-	2,215
	<u>9,184</u>	<u>15,966</u>

**6. TRUSTEES REMUNERATION AND EXPENSES**

No Trustee or any person connected with them has received or is due to receive any remuneration or expenses` for the year directly or indirectly from the Charity's funds.

**7. LISTED INVESTMENTS**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
895.66 CBF Investment Fund Income Shares		
Market Value at 1 August 2015	12,343	11,390
Increase/(Decrease) in Value	631	953
Market Value at 31 July 2016	<u>12,974</u>	<u>12,343</u>
Historic Cost	<u>10,000</u>	<u>10,000</u>

**8. DEBTORS**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Concert income - advertising revenue receivable / carols	985	160
Gift aid recoverable	2,125	2,300
	<u>3,110</u>	<u>2,460</u>

**9. CREDITORS**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Concert expenditure - performing rights levy payable	653	116
General running expenditure - rent of room	180	-
General running expenditure – conductor and accompanist	608	-
Donation to Lichfield Cathedral	700	-
Library Expenditure	442	-
General running expenditure - postage	8	-
Social Expenditure – trip to France / concert supper	5,479	-
	<u>8,070</u>	<u>116</u>