

# **Bristol Concert Orchestra**

## **Annual Report for the Financial Year 01.09.15 – 31.08.16**

### **Legal and Administrative Information**

<b>Charity Name</b>	Bristol Concert Orchestra
<b>Otherwise known as</b>	BCO
<b>Charity Commission Registered Number</b>	1128196
<b>Charity's Principal Address</b>	118 Brampton Way, Portishead, BS20 6YT

### **The Names of the Trustees on the date this Report was approved:**

Brenda Stacey (Chairman)  
Tsehai Mineur (Secretary)  
Tim Barrett (Treasurer)  
Andrew Coombs  
Wendy Lewis  
Mike Organ  
Andrew Rees  
Hilary Ross  
Andrew Stephen  
Anneka Sutcliffe  
Sue Tyley

### **The Names of other persons who served as Trustees during the year covered by this Report**

Christine Davis  
Phil Ellwood  
Julia Kraus (until 19.10.15)  
Vanessa Pinniger

### **Structure, Governance and Management**

#### **a. Governing Document**

The organisation is governed by its Constitution, which was approved by the members on 4 February 2008 and amended on 26 January 2009.

#### **b. Appointment of Trustees**

The trustees are the officers and members of the committee.

Officers are elected annually; the other members of the committee are elected for a three-year term. The committee may also co-opt a member if his/her services are particularly required. All the trustees are fully paid-up members of the organisation.

## **Policy on Reserves**

The Trustees discussed reserves policy during the year ending 31<sup>st</sup> August 2010. It was decided that it would be reasonable for the organisation to hold reserves amounting to approximately one year's operational costs.

## **Public Benefit Statement**

The trustees have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The society has charitable objectives that clearly demonstrate public benefit in promoting the art and practice of music in public performance.

In pursuing our aims for the public benefit, the orchestra believes that it impacts on people's lives by presenting audiences with exciting, enjoyable and high quality performances which will also, at times, challenge and educate them by extending their musical knowledge. In addition the orchestra members benefit by involvement in a creative, enjoyable and educational activity and by having the opportunity to develop their playing skills and to extend their musical repertoire.

The trustees are aware that the orchestra's activities must be affordable and so concessionary rates are available both for audience tickets and membership subscriptions. The treasurer has the right to reduce or waive the membership subscription in cases of financial hardship.

The trustees strive to encourage younger generations to listen to and take part in live musical performance. To this end the orchestra puts on interactive, free concerts for children and accompanying adults and offers children's tickets at a very low price at our main concerts. When possible, we will give young people the opportunity to play with the orchestra.

The charity seeks to put on concerts in places where live music is less accessible to the general public.

The orchestra also supports other charities by taking part in fund-raising events, by donation and by retiring collections at our own concerts.

## **Objectives and Activities**

### **Objectives**

1. 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.
2. to further such charitable purpose or purposes as the trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.

## **Activities**

The orchestra works with a professional musical director, rehearsing weekly during term time, and aims to achieve a high standard of performance. We perform a series of concerts for the public, mostly in the Bristol area, playing large-scale orchestral works and on occasion joining with other music societies to perform choral works.

## **Achievements and Performance**

During the 2015 - 2016 season the orchestra presented three concerts at St. Georges, Bristol. The programmes included standard symphonic works of the classical repertoire such as Brahms Symphony No. 2, Dvorak Cello Concerto and Rimsky Korsakov's Scheherezade together with less commonly played pieces such as Glazunov's Violin Concerto and Nielsen's Helios Overture along with lighter repertoire such as Shostakovich's arrangement of Tea for Two known as the Tahiti Trot and Dukas' Sorcerer's Apprentice aimed at less experienced audiences. The concerts were widely publicised in order to give as many people as possible the opportunity of hearing live orchestral music and to this end ticket prices were held as low as possible with concessionary prices being available for the elderly, unemployed and those in full-time education with children's tickets (under 18) being only £1. Members of the orchestra benefitted from working with inspirational professional soloists in the concerti.

We also supported three charities, by way of collections at our main concerts:

Smile for Sidy  
British Red Cross  
The Forever Friends Appeal - RUH Cancer Centre

Bristol Concert Orchestra also produced a pair of children's concerts at a central school, featuring music with a 'magical' association - film music from Harry Potter plus Dukas' Sorcerer's Apprentice with added dramatic narration. The enthusiastic audience, generally under 8 years of age and experiencing their first classical concert were also offered the opportunity to try out some of the instruments. Admission to the concert was free of charge for both children and accompanying adults.

The BCO Sinfonietta ( a subset of the full BCO) performed a programme of Handel, Albinoni, Mozart and Schubert in the church of St. Mary, Olveston, in support of their church funds. This took the orchestra to a different audience in a rural location.

## **Signature and Declaration**

### **Declaration**

I declare in my capacity of charity trustee that:

the trustees have approved the report above and  
have authorised me to sign it on their behalf.

### **Signature**

Brenda M Stacey

Full Name      Brenda Mary Stacey

Position        Chairman

Date             13.6.2017

## **Independent examiner's report to the trustees of Bristol Concert Orchestra**

I report on the accounts of the Trust for the year ended 31 August 2016, which are set out on pages 1 to 4.

### **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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 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 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.



Philippa Ross-Smith, BA ACA MSc

Flat 24 Merton Court, Brighton Marina, Brighton. BN2 5XY

11 February 2017

# Bristol Concert Orchestra

## Balance Sheet for the year ending 31st August 2016

		<u>31st Aug 2016</u>	<u>31st Aug 2015</u>
		£	£
<b>Fixed assets</b>			
Timpani			
Historic cost	3,000.00		3,000.00
Accumulated depreciation	<u>(2,000.00)</u>		<u>(1,900.00)</u>
Net book value		1,000.00	1,100.00
Music stands			
Historic cost	568.20		243.20
Accumulated depreciation	<u>(266.60)</u>		<u>(225.00)</u>
Net book value		<u>301.60</u>	<u>18.20</u>
		1,301.60	1,118.20
<b>Current assets</b>			
St. George's deposits	1,590.00		1,500.00
Music reservations, etc.	1,021.33		
Credit at Bath Library	35.00		35.00
Outstanding subscription			20.00
Deposit account	23,250.97		23,000.86
Current account			
Statement balance	825.47		604.12
Transactions not cleared	<u>(198.33)</u>		<u>(50.00)</u>
		627.14	554.12
Cash held			<u>2.00</u>
	26,524.44		25,111.98
<b>Current liabilities</b>			
Advance ticket sales			108.00
Publicity expenses	7.70		
Overpaid subscription	<u>30.00</u>		<u>45.00</u>
		<u>37.70</u>	<u>153.00</u>
		<u>26,486.74</u>	<u>24,958.98</u>
<b>Net assets</b>		<u><b>27,788.34</b></u>	<u><b>26,077.18</b></u>
<b>Capital</b>			
Opening balance		26,077.18	21,372.37
New conductor's stand		325.00	
Surplus / (Deficit)		1,386.16	4,704.81
		<u><b>27,788.34</b></u>	<u><b>26,077.18</b></u>

## Income & Expenditure Account for the year ending 31st August 2016

Income	£	£
Members' subscriptions		8,080.00
Sinfonietta subscriptions		580.00
Ticket sales		14,368.99
Gift Aid		1,381.76
Donations		947.29
Programme sales		474.00
Miscellaneous income		50.00
Deposit account interest		<u>11.46</u>
Total income		25,893.50

Expenditure		
Conductor's fees	5,420.50	
Concert hall hire and fixed costs	5,202.00	
Music hire and associated costs	1,848.17	
Extra players & instruments	1,925.00	
Piano hire and moving	456.00	
Rehearsal venue hire	2,324.00	
Soloists	2,495.00	
Ticket sale commission	1,646.62	
Publicity	890.07	
Making Music Sub, Insrnce, Don.	420.28	
PRS	674.86	
Programme printing	450.00	
Concert Flowers, Wine, etc.	113.94	
Coffee supplies	54.31	
Ticket postage / expenses	41.18	
New conductor's stand	325.00	
Miscellaneous expenses	<u>78.81</u>	
Total expenditure		<u>24,365.74</u>
		1,527.76

Depreciation		
Depreciation of timps	100.00	
Depreciation of music stands	41.60	
		<u>141.60</u>

<b>Net surplus</b>		<b><u>1,386.16</u></b>
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Capital Expenditure		
New conductor's stand	<u>325.00</u>	
		<b><u>325.00</u></b>

# Bristol Concert Orchestra : Concert Breakdowns 2015 — 2016

## Main Concerts

	<u>Autumn 2015</u>	<u>Spring 2016</u>	<u>Summer 2016</u>	<u>Totals</u>
<b>Tickets sold</b>	391	516	377	1284
<b><u>Costs</u></b>				
Hire of venue and fixed costs	1,734.00	1,734.00	1,734.00	5,202.00
Piano hire and moving		456.00		456.00
Ticket sale commission	487.12	680.49	479.01	1,646.62
PRS	210.67	269.47		480.14
Venue for extra rehearsal(s)	60.00	60.00	50.00	170.00
Conductor's fees	525.00	525.00	525.00	1,575.00
Soloists	550.00	450.00	1,300.00	2,300.00
Extra Players / Instruments	595.00	575.00	355.00	1,525.00
Flowers / Wine	36.98	46.98	29.98	113.94
Music costs	662.00	616.29	447.88	1,726.17
Posters / Adverts	257.29	260.31	268.33	785.93
Programmes	150.00	150.00	150.00	450.00
Ticket postage / expenses	12.96	20.52	7.70	41.18
Misc. publicity expenses	<u>9.00</u>	<u>8.86</u>	<u>7.70</u>	<u>25.56</u>
<b>Total Costs</b>	<b>5,290.02</b>	<b>5,852.92</b>	<b>5,354.60</b>	<b>16,497.54</b>
<b><u>Income</u></b>				
Ticket sales	4,415.00	5,577.00	4,337.00	14,329.00
Programme sales	<u>136.80</u>	<u>187.20</u>	<u>150.00</u>	<u>474.00</u>
<b>Total Income</b>	<b>4,551.80</b>	<b>5,764.20</b>	<b>4,487.00</b>	<b>14,803.00</b>
<b>Average revenue per ticket</b>	11.64	11.17	11.90	
<b>Surplus</b>	<b>(738.22)</b>	<b>(88.72)</b>	<b>(867.60)</b>	<b>(1,694.54)</b>



# Bristol Concert Orchestra : Concert Breakdowns 2015 — 2016

## Extra Events

	<u>Sorcery</u>	<u>Sinfonietta</u>	<u>Totals</u>
<b><u>Costs</u></b>			
Rehearsal venue	60.00	150.00	210.00
PRS	194.72		194.72
Conductor's fees	200.00	350.00	550.00
Soloists / Narrator	75.00	120.00	195.00
Extra players	400.00		400.00
Music costs	<u>20.00</u>	<u>72.00</u>	<u>92.00</u>
<b>Total Costs</b>	<b>949.72</b>	<b>692.00</b>	<b>1,641.72</b>
<b><u>Income</u></b>			
Sinfonietta Subscriptions		580.00	580.00
Ticket sales	39.99		39.99
Donations	<u>597.29</u>	<u>350.00</u>	<u>947.29</u>
<b>Total income</b>	<b>637.28</b>	<b>930.00</b>	<b>1,567.28</b>
<b>Surplus</b>	<b>(312.44)</b>	<b>238.00</b>	<b>(74.44)</b>
 <b>Overall concert surplus</b>	 <b>(1,768.98)</b>		