



Trustees' Annual Report for the period

Period start date		Period end date	
From	23 02 2016	To	28 02 2017

Section A Reference and administration details

Charity name S C Choirs

Other names charity is known by Sutton Coldfield Choirs

Registered charity number (if any) 1165686

Charity's principal address Arthur Terry School (from Sept 2017)

Kittoe Road

Sutton Coldfield

Postcode

B74 4RZ

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	Janice Jones	Chair		
2	Marian Bagley	Treasurer	Resigned 11 Oct 2017	
3	Lynden Cockrill		to March 2016	
4	Gill Chesser		to 21 July 2017	
5	Brian Thompson		from 12 October 2016	
6	Sarah Longland		from 16 August 2017	
7	Sue Bailey		from 7 Sept 2017	
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20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Richard Jeffries – Artistic Director and Helen Williams Musical Director and Voice Coach

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)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees will be appointed or reappointed at the AGM which in future will be held in October.

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.

All adults, staff, trustees and members who have any contact with the children's choirs are DBS checked before commencement of duties and then every two years in line with statutory requirements.

We have several policies in place including Safeguarding Child and Adult Protection Policy, Financial Controls and Cash Handling Policy, Equality Policy, Medical Care and Medication Administration Policy, Chaperone Policy, Health and Safety Policy, Bullying and Harassment.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Section C Objectives and activities

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

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.

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 trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Public benefit Guidance published by the Charity Commission.

Our organisation has provided benefit to the public in the following ways:-

1. By involving participants of all ages from 6 upwards in the creative, enjoyable, and fulfilling activity of singing.
2. By providing opportunities to learn and develop vocal techniques.
3. By presenting high quality performances for the enjoyment of our audiences with exciting, popular and innovative repertoire.
4. By raising money for various charities through public performances and other fundraising events and activities.

We provide an opportunity for our very youngest choristers to progress through our family of choirs, developing self-confidence and self esteem on the way in a fun and happy environment.

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

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

We thank all our volunteers for their support, especially the chaperones of the children when 'on tour' and the fundraisers and event organisers as we would not be able to operate without them.

Summary of the main achievements of the charity during the year

13th March 2016 - Manchester Amateur Choral Competition

The Cluster Choir who had won this competition in 2015 performed a twenty minute slot as the reigning champions. Youth Voices also competed. No trophy but excellent feedback from the judges.

19th March 2016 – Choir of the year auditions.

The Cluster choir got through to the national selection round. The Accidentals did very well but did not go through to the next round.

22nd March – The Cluster choir and Youth Voices were guests at a charity raising function and raised £1059 for Macmillan Cancer Support.

16th April – The Accidentals took part in a fundraising concert with the Lichfield Concert Band at the Coton Centre, Tamworth.

7th May – The Cluster Choir performed with The Birmingham Canolidir Male Choir.

18th June 2016 – Annual Showcase Concert. The highlight of our year when all of our choirs performed at the Birmingham Conservatoire.

16th July – Llangollen Eisteddfod. The Cluster and Youth Voices entered but not placed this time.

November 2016 – the Cluster and Youth Voices raised over £1000 in concert for NSPCC.

7th December 2016 – The Training Choir and Cluster sang in concert at Lichfield Cathedral.

11th December 2016 – Family Christmas Concert at Sutton Coldfield Town Hall with Cluster Choir and Accidentals together with Sutton Coldfield Orchestra.

26th February 2017 – Manchester Amateur Choral Competition
Accidentals had excellent feedback from judges but no prize this time!

Section E Financial review

Brief statement of the charity's policy on reserves

At the end of the financial period we held cash of £28866 at the bank all of which is unrestricted funds.
The funds are held mainly to meet budgeted expenditure. They are also used for the benefit of the members, for example, by subsidising transport costs to and from concert venues.

Details of any funds materially in deficit

Not applicable

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.

Our main source of funds is from membership fees which may be paid at the beginning of each school term or annually at a discount.

We raise funds by staging various activities throughout the academic year for both children and adults and their families. The adults, for example, enjoyed a gala dinner night with an Elvis tribute.

Some of the money raised goes to providing 'extras' such as prizes and rewards for the younger membership.

Section F Other optional information

Our Artistic Director recently introduced a very exciting three to five year plan for the growth and development of the organisation and we look forward with anticipation to great things to come for our membership of all ages.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Janice Jones	
Position (eg Secretary, Chair, etc)	Chair	
Date	28 August 2017	

REGISTERED CHARITY NUMBER: 1165686

**Report of the Trustees and Unaudited Financial Statements
for the Year Ended 28th February 2017**

For SC Choirs CIO



SC Choirs CIO

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**Report of the Trustees
for the Year Ended 28th February 2017**

The trustees present their report with the financial statements of the charity for the year ended 28th February 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1165686

Principal address

Four Oaks Methodist Church
155 Lichfield Road
Sutton Coldfield
BIRMINGHAM
B74 2UU

Trustees

B Thompson
LJ Cockrill (resigned March 2017)
M Bagley
GE Chesser (resigned 21 July 2017)
JH Jones
S Longland (appointed 16 August 2017)

Independent Examiner

Hill Lillis & Company Limited
98 Sheffield Road
Sutton Coldfield
West Midlands
B73 5HW

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by the governing document of that organisation, and is a charitable incorporated organisation.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives and aims of the charity are 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.

Volunteers

The charity is grateful for the unstinting efforts of the committee members and all other volunteers who have assisted throughout the period.

**Report of the Trustees
for the Year Ended 28th February 2017**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The organisation strives to advance, improve, develop and maintain public education in and appreciation of, the art and science of music in all its aspects, through the presentation of public performances and recitals.

STATEMENT OF PUBLIC BENEFIT

The Trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Public Benefit Guidance published by the Charity Commission.

The organisation provides public benefit in the following ways:-

1. We involve participants of all ages from 6 upwards in the creative, enjoyable and fulfilling activity of singing.
2. We provide an opportunity to develop vocal techniques.
3. We strive to present high quality performances for the enjoyment of our audiences with exciting, popular and innovative repertoire.
4. We raise money for various charities, including our own, through public performances and other fundraising events and activities.

Approved by order of the board of trustees on 16 August 2017 and signed on its behalf by:



JH Jones
Trustee

**Independent Examiner's Report to the Trustees of
SCC Choirs CIO**

We report on the accounts for the year ended 28th February 2017 set out on pages four to nine.

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 required.

It is our 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 our attention.

Basis of the independent examiner's report

Our 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 statements below.

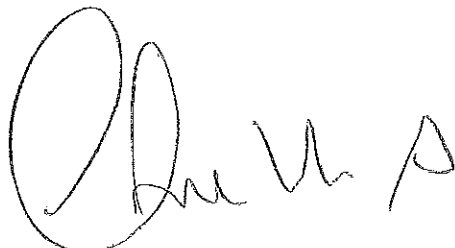
Independent examiner's statement

In connection with our examination, no matter has come to our attention:

- (1) which gives us 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 to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Hill Lillis & Company Limited
98 Sheffield Road
Sutton Coldfield
West Midlands
B73 5HW

21 August 2017

SC Choirs CIO

Statement of Financial Activities
for the Year Ended 28th February 2017

	Not es	Unrestricted fund £	Restricted fund £	28.02.17 Total funds £
INCOMING RESOURCES				
Incoming resources from generated funds				
Voluntary income	3	1,749	-	1,749
Activities for generating funds	4	12,953	-	12,953
Investment income	5	15	-	15
Incoming resources from charitable activities				
Subscriptions received		<u>18,877</u>	<u>-</u>	<u>18,877</u>
Total incoming resources		33,594	-	33,594
RESOURCES EXPENDED				
Charitable activities				
Music events and activities		43,300	-	43,300
Governance costs		<u>-</u>	<u>-</u>	<u>-</u>
Total resources expended		<u>43,300</u>	<u>-</u>	<u>43,300</u>
NET INCOMING/(OUTGOING) RESOURCES		(9,706)	-	(9,706)
RECONCILIATION OF FUNDS				
Total funds brought forward		38,572	-	38,572
TOTAL FUNDS CARRIED FORWARD		<u>28,866</u>	<u>-</u>	<u>28,866</u>

The notes form part of these financial statements

SCC Choirs CIO

Balance Sheet
At 28th February 2017

	Not es	Unrestricted fund £	Restricted fund £	28.02.17 Total funds £
FIXED ASSETS				
Tangible assets		-	-	8
CURRENT ASSETS				
Cash at bank and in hand		28,866	-	28,866
CREDITORS				
Amounts falling due within one year		-	-	-
NET CURRENT ASSETS		<u>28,866</u>	<u>-</u>	<u>28,866</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>28,866</u>		<u>28,866</u>
NET ASSETS		<u>28,866</u>	<u>-</u>	<u>28,866</u>
Unrestricted funds				28,866
7 Restricted funds				-
TOTAL FUNDS				<u>28,866</u>

The financial statements were approved by the Board of Trustees on 16 August 2017 and were signed on its behalf by:

J H Jones

J H Jones
Trustee

The notes form part of these financial statements

SCC Choirs CIO
Notes to the Financial Statements
for the Year Ended 28th February 2017

1. ACCOUNTING PERIOD

The Charity was formed on the 23rd February 2016 and took over activities on the 1st March 2016 from a previous Charity Sutton Coldfield Choirs (registered charity number 1162378). The accumulated funds from the previous charity were taken over by SCC Choirs CIO as at that date.

2. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

SCC Choirs CIO

Notes to the Financial Statements - continued for the Year Ended 28th February 2017

3. VOLUNTARY INCOME

	28.02.17
	£
Donations	800
Gift aid	949
	<u>1,749</u>

Donations were received in the period from the following:

	28.02.17
	£
Charities Aid Foundation	501
Waitrose	172
Other Donations Total	127
	<u>800</u>

4. ACTIVITIES FOR GENERATING FUNDS

	28.02.17
	£
Fundraising events	4,616
Ticket sales	6,702
Miscellaneous income	1,635
	<u>12,953</u>

5. INVESTMENT INCOME

	28.02.17
	£
Deposit account interest	<u>15</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 28th February 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 28th February 2017.

Notes to the Financial Statements - continued
for the Year Ended 28th February 2017

7. MOVEMENT IN FUNDS

	At 1.3.16 £	Net movement in funds £	At 28.02.17 £
Unrestricted funds			
General fund	38,572	(9,706)	28,866
Restricted funds			
Restricted funds	-	-	-
TOTAL FUNDS	<u>38,572</u>	<u>(9,706)</u>	<u>28,866</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	33,594	(43,300)	(9,706)
TOTAL FUNDS	<u>33,594</u>	<u>(43,300)</u>	<u>(9,706)</u>

SCC Choirs CIO

**Detailed Statement of Financial Activities
for the Year Ended 28th February 2017**

	28.02.17
	£
INCOMING RESOURCES	
Voluntary income	
Donations	800
Gift aid	<u>949</u>
	1,749
Activities for generating funds	
Fundraising events	4,616
Ticket sales	6,702
Miscellaneous income	<u>1,635</u>
	12,953
Investment income	
Deposit account interest	15
Incoming resources from charitable activities	
Subscriptions	<u>18,877</u>
Total incoming resources	33,594
RESOURCES EXPENDED	
Charitable activities	
Coaching and training costs	24,895
Room hire	4,060
Fundraising costs	3,698
Travel costs for events	5,125
Insurance and membership	415
Telephone printing and postage	398
IT costs	222
Administrative support services	840
Equipment purchases	311
Material costs	646
Fees paid	242
Gifts	995
Volunteer expenses	272
Volunteer training costs	180
Bank charges	96
Miscellaneous expenses	<u>905</u>
	43,300
Net expenditure	<u>(9,706)</u>

This page does not form part of the statutory financial statements