



Trustees' Annual Report for the period

	Period start date				Period end date		
From	Day 01	Month 04	Year 2017	To	Day 31	Month 03	Year 2018

Section A Reference and administration details

Charity name	Barefoot Opera
Other names charity is known by	
Registered charity number (if any)	1167730
Charity's principal address	6 The Uplands
	St. Leonards on Sea
	East Sussex
Postcode	TN38 0HL

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	Diana Bickley	Chairperson		Trustees of the Charity
2	Barbara Browning	Secretary		Trustees of the Charity
3	Antony Mair			Trustees of the Charity
4	Fenella McVey			Trustees of the Charity
5	Virginia Gilbert	Treasurer	Appointed 17-08-17	Trustees of the Charity
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Keith Miller	Hastings Voluntary Action, Jackson Hall, Portland Place,
		Hastings TN34 1QN

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

Jenny Miller, Director

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 15 June 2015
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees

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 encourage emerging professional opera singers to find new approaches to the rehearsal and performance of opera
- To promote opera, music recitals and concerts to all audiences, new ones in particular, by using a new approach to classic works which encourages accessible productions
- To support the development of outstanding young singers with outreach workshops in schools and community groups and by offering them principal operatic roles when and where appropriate.

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)

Trustees have read the guidance issued by the Charity Commission on public benefit. The guidance has been considered at trustee meetings when planning the activities for the year.

The Charity's activities are focused on assisting the development of operatic talent and exposing the general public to affordable and accessible operatic performances. The singers benefit from experience and exposure at an early stage of their careers. The public has an opportunity to experience opera in places that are local and familiar to them and at prices that are affordable, developing the audiences of the future.

The public benefit is enhanced by opportunities for local students, musicians and other performers to participate in the development of events and in the final productions. Our two advanced student productions included experimenting with new ways of staging so that audiences could experience the music and singing in a different and more engaging way. We involved young local budding costume designers in our work, and they were mentored by experienced professionals. We achieved record audiences locally, demonstrating that our way of putting opera together is increasingly attracting new audiences.

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.

The charity provides small grants to performers who require financial assistance with accommodation, travel expenses or other costs associated with participation in our productions. Students submit their applications for grant funding in the form of short essays to the Trustees which are evaluated with input from the Director. Decisions are recorded at Trustee meetings.

Volunteers provide invaluable help as front of house staff at events, serving at receptions, providing accommodation for singers on intensive courses and distributing flyers and other publicity. The trustees intend to introduce a more formal arrangement to identify and recognise the contributions of volunteers, replacing the ad hoc arrangements that have applied in the early days of the trust.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The major events undertaken by the charity in the 2017-18 year were:

Short courses for training singers held in London from January to March.

A residential course and performance and tour of Puccini's La Boheme in August/September featuring young training singers, with a well known locally based artist creating the set and supporting the costume design of two young local school leavers.

A residential course and performance of Monteverdi's Coronazione di Poppea, with a well known locally based artist designing the set, two young local school leavers working on costumes and young training singers taking part.

Successful application of an Arts Council Research and Development Grant for a new community opera, and ground work prepared for over seven community groups to take part.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity's trustees adopted a reserves policy during the 2017-18 financial year. The target level for the reserve was set at £5,000, to be built up from any profits generated from events. We have agreed to fund the reserve to this level from January 2019.

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.

- The charity's principal sources of funds are derived from ticket sales, student fees, grants and fundraising.
- Expenditure supports the charity's objectives by funding performances and outreach workshops and by offering financial assistance to students.
- The charity does not have an investment policy as its funds are entirely devoted to the support of students, performances and outreach events.

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)

Full name(s) Virginia Gilbert

Position (eg Secretary, Chair, etc)

Treasurer

Date

18 January 2019

Barefoot Opera

Registered Charity No. 1167730

Annual Accounts

for the period

1 April 2017 - 31 March 2018

Contents:

Organisational information
Receipts & Payments account
Statement of Assets & Liabilities
Independent Examiner's report

Hastings Voluntary Action
Jackson Hall
Portland Place
Hastings
East Sussex
TN34 1QN

**Organisational information for
Barefoot Opera
for the year ended 31 March 2018**

Name of charity:	Barefoot Opera
Charity No:	1167730
Legal form:	Charitable Incorporated Organisation (CIO)
Governing document:	Constitution dated 15th June 2015
Address:	6 The Uplands St. Leonards-on-Sea East Sussex TN38 0HL
Trustees:	Diana Bickley (Chair) Barbara Browning (Secretary) Virginia Gilbert (Treasurer) Fenella McVey Antony Mair
Director:	Jenny Miller
Bankers:	CAF Bank (online), 25 Kings Hill Ave, West Malling, ME19 4JQ
Independent Examiner:	Keith Miller, Independent Examiner HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN
Objects:	<ul style="list-style-type: none">a) To support the development and appreciation of singing at all levels from amateur to professional standardb) To encourage emerging professional opera singers to find new approaches to the rehearsal and performance of operac) To promote opera, music recitals, and concerts to all audiences, new ones in particular, by using a new approach to classic works which encourages accessible productions.d) To provide outreach workshops in schools and community groups.

Barefoot Opera

Receipts & Payments accounts

for the period

1 April 2017 to 31 March 2018

Previous Year				Current Year	
		Notes	Restricted funds	Unrestricted funds	Total funds
	<u>Receipts</u>				
3,675.00	Grants		22,244.00	-	22,244.00
5,805.00	Sponsorship/Fund raising		-	2,250.00	2,250.00
14,030.38	Ticket sales		-	22,081.80	22,081.80
8,660.00	Student fees		-	7,700.00	7,700.00
170.00	Programme sales		-	-	-
540.00	Bar/Raffle		-	-	-
-	Donations		-	50.00	50.00
1,200.00	Festival Fees		-	4,100.00	4,100.00
-	Miscellaneous Income		-	121.03	121.03
76.00	Friends Membership		-	-	-
-			-	-	-
<u>34,156.38</u>			<u>22,244.00</u>	<u>36,302.83</u>	<u>58,546.83</u>
	<u>Expenditure</u>				
3,700.00	Direction/Management		-	7,215.00	7,215.00
1,075.00	Coaching		-	1,725.00	1,725.00
13,495.00	Musicians		-	5,710.00	5,710.00
144.25	Travel expenses		68.20	249.00	317.20
5,054.67	Venue hire		-	5,043.75	5,043.75
4,333.20	Costume & set		-	3,237.65	3,237.65
400.00	Technical expenses		-	266.40	266.40
159.92	Transport costs		-	812.44	812.44
2,797.40	Food costs and preparation		-	3,105.18	3,105.18
1,572.33	Publicity		890.00	3,889.00	4,779.00
76.04	Website		300.00	60.00	360.00
243.69	Stripe commission		-	356.81	356.81
258.02	Admin/Office expenses		285.00	356.38	641.38
491.38	Other/Misc		<u>4,264.38</u>	<u>1,284.47</u>	<u>5,548.85</u>
<u>33,800.90</u>			<u>5,807.58</u>	<u>33,311.08</u>	<u>39,118.66</u>
355.48	Net surplus/-deficit		16,436.42	2,991.75	19,428.17
	Movement in funds		-	-	-
<u>6,740.14</u>	Fund balances b/f	1/4/17	<u>-</u>	<u>7,095.62</u>	<u>7,095.62</u>
<u>7,095.62</u>	Fund balances c/f	31/3/18	<u>16,436.42</u>	<u>10,087.37</u>	<u>26,523.79</u>

Barefoot Opera
Statement of Assets & Liabilities
as at
31 March 2018

						Previous year
						Total
			Restricted Income	Unrestricted Income	Total	
Current assets						
Current Account	@	31/03/18	16,436.42	10,040.47	26,476.89	7,048.72
Cash in hand	@	31/03/18		46.90	46.90	46.90
Receipts awaiting banking				-	-	-
			<u>16,436.42</u>	<u>10,087.37</u>	<u>26,523.79</u>	<u>7,095.62</u>
Current liabilities						
Uncashed cheques				-	-	-
			<u>16,436.42</u>	<u>10,087.37</u>	<u>26,523.79</u>	<u>7,095.62</u>

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

Approved by the Trustees on _____ and signed on their behalf by

_ Diana Bickley (Chair)

_ Virginia Gilbert (Treasurer)

Barefoot Opera

Notes to the Accounts

for the period

01 April 2017 to 31 March 2018

Restricted Funds

		Income	Spent	Left
		£		
<u>A Town</u>	b/fwd	-		
Grants received				
Canonbury		£ 2,500.00		
Magdalen & Lasher		£ 2,000.00		
SCF		£ 988.00		
Chalk Cliff Trust		£ 3,344.00		
Arts Council		£13,412.00		
A Town Expenses			£5,807.58	
Amount carried forward				£ 16,436.42

Independent Examiner's Report to the Committee of Barefoot Opera

I report on the accounts of Barefoot Opera
for the twelve month period ended 31 March 2018 which are set out on the previous pages.

Respective responsibilities of committee & 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 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 Charities Act
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

.....
Keith Miller
Accounts Support Worker
Hastings Voluntary Action
Jackson Hall, Portland Place, Hastings, TN34 1QN

Dated: 21 November 2018