

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	Sept.	2017		31	August	2018

Section A

Reference and administration details

Charity name

Cambridge String Players

Other names charity is known by

operating name: City of Cambridge Symphony Orchestra

Registered charity number (if any)

1096457

Charity's principal address

Mrs Anne Norman, 5 Scott's Crescent

Hilton

Huntingdonshire

Postcode

PE28 9PG

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	Mr David Watkinson	Chairman	since 22 May 2012	By general meeting of charity
2	Mrs Sheila von Rimscha	Secretary	since 22 May 2012	By general meeting of charity
3	Dr Paul Hammond	Treasurer	since 1 September 2005	By general meeting of charity
4	Dr David Bartlett		since 19 June 2018	By general meeting of 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
As above	

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
none		

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

As above

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)	The charity is an unincorporated association regulated by its constitution, which was adopted February 2003 and was amended by a special general meeting of 21 September 2004.
Trustee selection methods (eg. appointed by, elected by)	The power of appointment of charity trustees is held: (a) by general meetings of the charity (acting by election), and (b) by the existing charity trustees at any time (acting by unanimous resolution of all of the existing charity 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.

Relationship with related parties: The City of Cambridge Symphony Orchestra operates under the umbrella of the charity. The orchestra has a management committee, elected by members of the orchestra. Some of the Trustees are members of this management committee.

The major risks faced by the Charity are financial, in particular loss of income due to poor attendance at/cancellation of a concert due, for example, to adverse weather conditions making travel to the venue by the orchestra or audience difficult.

Section C Objectives and activities

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

The charity's objects are (1) the advancement of musical education and the promotion of public appreciation and study of music, for example by any of the following means: by holding concerts and lectures about music to which the public shall be admitted whether on payment or otherwise; by providing opportunities for the practice of music by amateur players of string instruments; by issuing publications conducive to the advancement of musical education; and/or by undertaking and executing any charitable trusts established or constituted wholly for promoting the appreciation, study or practice of music: and (2) to promote the art and science of music by assisting young musicians, being persons of moderate or limited means, in such a way as to enable them to become self-supporting.

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 requirements of section 17(5) of the Charities Act 2011, in particular they have 'taken regard' of the Charity Commission's public benefit guidance 'when exercising any powers or duties to which the guidance is relevant'. We have reviewed the charity's constitutional objects to reassure ourselves that they comply with the public benefit requirements: We believe that the advancement of musical education and appreciation is beneficial ("benefit aspect") to the public at large ("public aspect") and that our activities do not give rise to more than incidental personal benefits. We further believe that assisting young musicians towards self-support is beneficial, that there is a significant community of young musicians aspiring towards self-support having potential to benefit from our actions, and that the benefits are "incidental".

In pursuing our aims for the public benefit, we act on the belief the charity benefits the public in two ways:

First, for participants in the orchestra, both string players and others, we provide an opportunity to engage in an enjoyable and educational music making activity, offering participants an opportunity to develop their technique, practical knowledge, and musical repertoire. Not all players in the orchestra are members of the charity. The soloists we have engaged are musicians at the early stages of their careers, so providing them with opportunities to practice and develop their art.

Second, for audiences, we present exciting and high-quality performances that we hope are always a pleasurable, stimulating and entertaining cultural experience. Some performances have been organized in partnership with other charities, with a share of the profits being given to that charity, so benefiting the public through the partner charity's activities. A large fraction of the audience at our concerts claim concessionary ticket rates as over 65s. We operate an informal dementia-friendly policy at our concerts

In addition to the public educational benefits to participants and audiences mentioned above, the Trustees are conscious that its activities must be affordable, so concessionary rates are available for both membership subscriptions and audience tickets. We offer free membership to the under 18s and those without income, subscriptions are reduced by 50% for those over 18 and in full-time education or documented unemployed. Any member with financial difficulties can privately discuss a special reduced subscription arrangement with the Treasurer.

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.

Grantmaking: see section D below.

The charity has no investments beyond deposit accounts.

We would like to thank the volunteers who organize the Friends scheme, who act as stewards and front of house staff at our concerts, and those charity members who give their time to help with the administration and organization of the orchestra, most notably our music librarians.

We would also like to acknowledge our Friends for their continued loyal support and encouragement.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The activities of Cambridge String Players during the financial year from September 2017 to August 2018 have been as follows:--

(1) In respect of its object to advance musical education:- Cambridge String Players ('CSP') had around 60 playing members, with orchestra sizes up to the mid 80s at some concerts; had the services of a musical director and a leader; and from 1 September 2017 to August 31 2018 held 36 rehearsals, played seven public concerts in the West Road concert hall in Cambridge under the name City of Cambridge Symphony Orchestra, and published programme brochures and other publicity material which were circulated in Cambridge and surrounding areas. Information about CSP's activities was also made public on the internet at www.ccsso-online.org.uk . The last event of the season was a pair of Film Music concerts (children's matinee and evening performances) which attracted a different and younger audience.

(2) In respect of its object for the assistance of young musicians: Young soloists were engaged for all concerts where a soloist was required. No grants were made, the excess of income and expenditure being judged insufficient (see section E below). The winner of our Young Conductor's competition conducted the overture in the May concert.

Section E Financial review

Brief statement of the charity's policy on reserves

It is our financial risk management policy to hold at all times reserves at least sufficient to cover the long-term financial commitments made at the start of each season (concert hall and rehearsal venue bookings, soloist's bookings, music director and leader fees, brochure production, publicity and website costs, music library storage, insurance, instrument hire). In the present reporting period these long-term commitments totaled around £35,000, which is a little smaller than our net assets of around £38,800.

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 main sources of funding are sale of concert tickets (including via our Friends scheme), sale of programmes, and member subscriptions (and Gift Aid on these). Broadly speaking, concert expenses exceed concert takings on average, with the deficit and the cost of rehearsals being covered by income from member subscriptions and Gift Aid. During the 2017-18 season total income exceeded total expenditure by around £3000, which is a significant increase over the previous year, and which if repeated in 2018-19 will cause us to re-consider our policies so as to direct the surplus towards activities advancing the charity's aims.

Section F Other optional information

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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)	Dr Paul Simon Hammond	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	2 nd April 2019	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity name
CAMBRIDGE STRING PLAYERS

On accounts for the year
ended

31 AUGUST 2018	Charity no (if any)	1096457
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Set out on pages

1-4

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 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 material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

D J Rees

Date:

4th Oct 2018

Name:

DAVID J REES

Relevant professional
qualification(s) or body
(if any):

FCCA
ASSOCIATION OF CHARTERED CERTIFIED
ACCOUNTANTS

Address:

KINNAIRD HILL
NORFOLK HOUSE & STATION ROAD
ST IVES PE27 5AF

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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Operating under the working name of 'CITY OF CAMBRIDGE SYMPHONY ORCHESTRA '

INCOME & EXPENDITURE ACCOUNTS FOR THE PERIOD ENDED 31 AUGUST 2018

	£ 2018	£ 2017
INCOME		
Subscriptions	5445	5553
Gift Aid	1100	1293
Ticket Sales	29754	25664
Friends	5580	6120
Sponsorship	450	450
Misc Donations	150	660
Advertising	-	125
Young Conductors Fee	60	-
Total Income	42539	39865
EXPENDITURE		
Making Music Subscription	350	350
Orcha Software	77	
Insurance	132	131
Website Costs	0	83
Music Library Storage	516	538
Bank Fees	80	70
Depreciation	87	68
IT Software & Set Up	317	322
Misc Expenses	451	213
New Season Brochure	770	601
Concert Venue	6514	6472
Music Hire	4597	5997
Conductor inc rehearsals	6335	5610
Conductor travel expenses	524	598
Leader inc rehearsals	4950	4350
Soloists	1600	2150
Soloists Travel	65	222
Extra Players	1020	970
Publicity	1222	2094
Cost of Programmes	1119	1154
Instr Hire	1368	819
Flowers/wine/sundry	157	103
Box Office Charge	1875	1364
Charity Donation	1318	1649
Rehearsal Room hire	3930	3463
Total Expenditure	39374	39390
SURPLUS/DEFICIT	3165	475
Add : Deposit Account Interest	13	35
Net Profit for the Period	3178	510

CAMBRIDGE STRING PLAYERS

Operating under the working name of 'CITY OF CAMBRIDGE SYMPHONY ORCHESTRA '

BALANCE SHEET AT 31 AUGUST 2018

	£ 2017	£ 2017	£ 2017	£ 2017
<u>Fixed Assets</u>		1607		1449
<u>Current Assets</u>				
Bank Current Account	28444		22408	
Bank Deposit Account	10334		10320	
Cash Float	0			
Debtors & Pre-Payments	1164	39941	2002	34731
		41548		36180
<u>Liabilities</u>				
Creditors & Accruals	2750		560	
NET ASSETS		38798		35620
Represented by:				
CAPITAL ACCOUNT				
Capital Brought Forward		35120		34610
Ring Fenced Fund: Young Composer Project		500		500
Add: Profit/Loss for the Period		3178		510
		38798		35620

I have examined the foregoing financial statements for the year ended 31 August 2018 and having made such tests with the relevant books and records that I considered appropriate confirm that they are in accordance therewith



David Rees FCCA

Dated 14th Oct 2018