

Chairman's report 2017-18

Musically we had a very successful and varied season ranging from *Mirror of Perfection* by Richard Blackford, a local living composer, to Brahms' greatest and longest choral work, *Ein Deutsches Requiem*. Our thanks to Bea Earland for her German pronunciation tuition! Our Mozart programme in the summer was well received by all, and to quote John Burleigh from his review in the Henley Standard, we "were joined by the society's talented rehearsal pianist, Anita D'Attellis, who gave an apparently effortless performance of the piano concerto that buzzed with energy and brilliance". We are indeed fortunate to have Anita in our midst.

This year we made a big step forward to embrace the digital age by using an online ticketing facility for the first time for our June concert. I am grateful to Stephanie who, following a steep learning curve, largely managed this process single-handedly. There are a few hiccups to iron out and lessons to be learned, but I believe it is essential that we provide this option for buying tickets if we are to maximise our sales. Such a system also provides us with useful management information and importantly, an external mailing list.

The year-end garden party was not only organised again by Tamsen Tadros, but hosted by her as well, in her lovely house and garden in Warborough. Unfortunately I was not able to make it myself due to a work commitment but I understand it was a triumph, as was the raffle, with some truly outstanding prizes on offer this year. Thank you to everyone who contributed to make this such a success.

We managed the year's business with 3 full committee meetings, and I would like to thank the officers - Yvonne Cutler-Greaves, Secretary; Martin Mellor, Treasurer; and all the Committee – Tamsen Tadros, Peter Mansfield, Adrian Smyly, Stephanie Martin, Celia Martin, Mary Braithwaite and Henry Merryweather for their continued and committed participation. We were pleased to welcome Beatrice Earland to the committee in January to focus on our publicity and promotion activities. This area had been somewhat neglected since Rose Gill stood down from the committee so we look forward to building on Bea's early successes – a new poster design and her already famous ticket sales barometer!

Yvonne Cutler-Greaves has given notice that she is standing down as Secretary this year. I, and Roger before me, are very grateful for her excellent support and administration over the last eight years and hope that she will continue to sing with us for more years to come. I am however very pleased to report that Kevin Lawson has agreed to stand for election in Yvonne's place. He has already been co-opted onto the committee and is providing invaluable help and support to Chris, and to me, so I hope you will be as pleased as I am that he is willing to take this step. Peter Mansfield is also standing down and I thank him for his many years loyal service on the committee. He will, I hope, continue to be Master of stage construction on concert days.

A focus for this term is the launch of a new, more comprehensive website and membership database. As I write, this is a work in progress but I would particularly like to acknowledge the sterling efforts of Kevin Lawson and Henry Merryweather who put in a great deal of work on this project during the summer break. As you may have surmised I am keen to use

technology where it makes sense to do so to manage the choir's activities and to help us promote ourselves! Watch this space.

Grateful thanks as always to Chris and Anita, for their professionalism and enthusiasm and who make the choir what it is. I told Chris recently that despite having been in the choir for eight years I did not think I had heard him tell the same story or joke more than once – quite an achievement, and an indication of the depth of his experience, and memory! I am indebted also to Roger for his continuing support and for giving me the benefit of his wisdom whenever I ask.

There are many others who contribute to the successful running of the choir – our voice reps, the concert day team, Marina and her coffee helpers, Philippa and Mike who open and set-up St Mary's every week – thanks to all of you.

Charlotte Kerr, Chairman
September 2018

Treasurer's Report for the year ended 31 August 2018

OVERVIEW

1. The year has proved financially satisfactory for the Society. With careful management we have achieved a small surplus of income over expenditure as compared with a small deficit last year and that was without any external sponsorship. Last year I stressed that it was important to aim to at least break even; our main objectives are to cover our costs whilst maintaining our Accumulated Fund at circa £18,000 as a reserve against any unexpected losses. We have achieved these goals for 2017/18 and I am pleased to announce that the Committee has agreed that members' subscriptions will remain at their current level for 2018/19.
2. Setting up a Subscription Account with Lloyds Bank to feed our main account in January 2017 to provide a facility for Members and Friends to pay subscriptions by bank transfer has proved a success. There has been about 50% take up of this. Collecting monies in this way greatly reduces the Society's administrative burden especially for Celia Barnshaw and Tamsen Tadros, the Membership and Friends Secretaries respectively, and of course the Treasurer and all members are therefore encouraged to pay their subscriptions by bank transfer where at all possible.
3. Following on from last year I have introduced further procedures to facilitate the audit process to control receipts from members in respect of sales of concert tickets and scores and hire of scores.
4. An online ticket booking system provided by Ticket Source was piloted for the summer concert, to bring the Society into the 21st century in line with most other similar organisations. Apart from potentially reducing the burden of administering the previous manual system the main objective is to increase ticket sales to the general public rather than relying on sales by members to friends and family. The pilot will continue for our Autumn Concert and it is hoped that any early teething problems will be addressed satisfactorily. Our future largely depends on increasing the number of tickets sold.

REVIEWER

A big thank you is due to Eileen Watts who reviewed the 2016/17 Accounts and has once again agreed to review the accounts for 2017/18.

ACCOUNTS

Please see the Notes on Page 4 of the accounts for supporting information.
In summary general points are as follows:

Income and Expenditure Account

Income

Income from Subscriptions, Gift Aid and Friends decreased by £563 to £17,149 compared with 2016/17 reflecting a reduction in membership from 138 to 129. The income from renting out Staging increased by £220 to a healthy £560. Also there was an increase in the

surplus from the Garden Party amounting to £131.

Expenditure

Total expenditure decreased by £938 to £18,278 of which £1,210 related to an overall decrease in losses on the concerts (see below). Against this additional staging was purchased totalling £693, representing an increase of £591 compared with 2016/17. The remainder of the general items of expenditure were broadly in line with the previous year with the exception of Subscriptions and Insurance (paid to Making Music) where there was a reduction of £134; no royalties were payable to the Performing Right Society, based on the concert programme for 2016/17.

Concerts

Page 3 of the Accounts shows an analysis of Income and Expenditure for each Concert. The aggregate of the losses for all three concerts decreased by £1,210 to £8,382 mostly on account of a small increase of £349 for Ticket Sales and a reduction in the cost of Soloists for the year amounting to £1,692. A number of general increases in costs including £335 for the orchestra and £297 for Orchestral Scores served to offset these savings.

Balance Sheet

The surplus of £213 for the year shown on the Income and Expenditure Account served to increase the Accumulated Fund to £18,384 that represents the net Assets and Liabilities of the Society as at 31 August 2018.

Martin Mellor, Treasurer
21 September 2018

BENSON CHORAL SOCIETY
ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2018

Registered Charity No: 1001958

BENSON CHORAL SOCIETY

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BENSON CHORAL SOCIETY

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2018

2017			2018	
£	£		£	£
INCOME				
	14,139	Subscriptions	13,556.00	
	2,773	Gift Aid	2,817.79	
17,712	<u>800</u>	Friends	<u>775.00</u>	17,148.79
		Sundry Income		40.00
466		Rehearsal Refreshments		419.74
340		Staging Hire		560.00
2		Blackwell Scores		24.13
168		Garden Party	<i>Note 1</i>	298.92
<u>18,688</u>				<u>18,491.58</u>
EXPENDITURE				
<u>General</u>				
	3,904	Conductor's Fees	4,114.00	
	2,697	Accompanist's Fees	2,760.00	
	150	Guest Conductor	-	
	150	Guest Accompanist	155.00	
7,001	<u>100</u>	Guest Soloist	<u>-</u>	7,029.00
1,216		Hire of Rehearsal Venues		1,221.25
616		Subscriptions & Insurance	<i>Note 2</i>	482.00
289		Membership Brochures		288.75
50		Printing, Stationery & Postage		12.71
90		Website		95.00
102		Staging		692.88
149		Gifts	<i>Note 3</i>	74.90
111		Functions		-
<u>Concerts</u>				
	2756	Loss on Winter Concert	2,923.36	
	3103	Loss on Spring Concert	2,930.13	
9,592	<u>3733</u>	Loss on Summer Concert	<u>2,428.38</u>	8,281.87
<u>19,216</u>				<u>18,178.36</u>
<u>(528)</u>		Surplus / (Deficit) for the year		<u>313.22</u>

BENSON CHORAL SOCIETY

BALANCE SHEET AS AT 31 AUGUST 2018

2017 £		2018 £
	ASSETS	
15	Cash in hand	15.00
17,767	Balance at Bank	18,145.40
291	Debtors and Payments in Advance <i>Note 5</i>	323.40
37	Stock of Programme Covers	-
60	Stock of Blackwell Scores	-
<u>18,170</u>		<u>18,483.80</u>
	Less Creditors	-
<u><u>18,170</u></u>		<u><u>18,483.80</u></u>
	REPRESENTED BY:	
	Accumulated Fund	
18,698	Balance at 1 September 2017	18,170.58
(528)	Surplus / (Deficit) for the year	313.22
<u>18,170</u>		<u>18,483.80</u>

I have reviewed the Income and Expenditure Account and Balance Sheet for the Year Ended 31st August 2018 and can confirm that they accurately reflect the financial records for the period under review and the assets and liabilities at the Balance Sheet date.

Eileen Watts
Independent Reviewer
Date



16/3/19

M H Mellor
Hon Treasurer
Date

BENSON CHORAL SOCIETY

CONCERT ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2018

RECEIPTS			PAYMENTS		
2017		2018	2017		2018
£		£p	£		£p
Autumn Concert (Blackford – Mirror of Perfection, Haydn – 'Maria Theresa Mass' Mass)					
5,630	Ticket Receipts	3,733.00	4,610	Orchestra	2,885.00
4	Profit on Music Hire	89.45	600	Conductor's Fee	620.00
121	Profit on Programmes	(9.06)	2,000	Soloists	1,573.10
206	Profit on Interval Drinks	167.03	305	Orchestral Scores	607.62
			990	Venue & Facilities Hire	950.00
			67	Printing & Advertising	133.27
			70	Gifts	94.79
			75	Staging Dismantlement	40.00
5,961	Total Receipts	3,980.42	8,717	Total Payments	6,903.78
2,756	Loss on Concert	2,923.36			
8,717		6,903.78	8,717		6,903.78

Spring Concert (Brahms Tragic Overture and Ein Deutesches Requiem)

3,022	Ticket Receipts	3,944.00	2,010	Orchestra	3,985.00
1	Profit on Music Hire	(88.96)	600	Conductor's Fee	620.00
62	Profit on Programmes	83.88	2,300	Soloists	1,055.00
61	Profit on Interval Drinks	145.77	228	Orchestral Scores	285.14
			790	Venue & Facilities Hire	815.00
			51	Organ Hire	-
			67	Printing & Advertising	121.19
			123	Gifts	73.49
			80	Staging Dismantlement	60.00
3,146	Total Receipts	4,084.69	6,249	Total Payments	7,014.82
3,103	Loss on Concert	2,930.13			
<u>6,249</u>		<u>7,014.82</u>	<u>6,249</u>		<u>7,014.82</u>

Summer Concert (Mozart: Mass in C Minor, Laudate Dominum, Piano Concerto No 21)

3,244	Ticket Receipts	4,568.25	3,125	Orchestra	3,110.00
144	Profit on Music Hire	9.00	600	Conductor's Fee	620.00
73	Profit on Programmes	100.88	2,140	Soloists	2,120.00
180	Profit on Interval Drinks	196.22	129	Orchestral Scores	67.20
			950	Venue & Facilities Hire	950.00
			112	Hire of Piano and Tuning	112.00
			100	Printing & Advertising	116.54
			138	Gifts	146.99
			80	Staging Dismantlement	60.00
3,641	Total Receipts	4,874.35	7,374	Total Payments	7,302.73
3,733	Loss on Concert	2,428.38			
<u>7,374</u>		<u>7,302.73</u>	<u>7,374</u>		<u>7,302.73</u>

BENSON CHORAL SOCIETY

NOTES ON THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2018

1 Profit on Garden Party

	£	£
Income		
Sale of Tickets	275.00	
Raffle	<u>285.00</u>	560.00
Expenditure		
Food	130.19	
Drinks	44.90	
Hire of tent	50.00	
Gift for hostess	<u>35.99</u>	261.08
		<u><u>298.92</u></u>

2 Subscriptions and Insurance

482.00

Payable to Making Music, the decrease of £134 compared with last year reflects the fact that there were no Royalties payable to the Performing Right Society based on our last year's programme.

3 Gifts

Italian pronunciation coach	38.90
Accounts Reviewer	36.00
	<u><u>74.90</u></u>

4 Concerts

The aggregate of the losses on the concerts decreased by £1,210 to £8,418 most of which was attributable to an increase in Ticket Sales of £313 and a decrease in the cost of soloists of £1,692. A number of general increases including £335 for the Orchestras and £297 for Orchestral Scores served to offset these savings.

(See Page 4 of these Accounts for details of each concert)

5 Debtors and Payments in Advance

323.40

This was Hire of scores for Winter 2017 Concert

BENSON CHORAL SOCIETY

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