

# Birmingham Festival Choral Society

Registered Charity number 510847

## Report and accounts for the year ended 31 May 2019

### Legal and administrative details

**Governing instrument and Objects** Constitution, last amended July 2018. Objects are to promote, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by the presentation of public concerts and recitals and by such other ways as the Society, through its Committee, shall determine.

**Patrons** David Lawrence  
Elis Pehkonen

**President** The Lord Mayor of Birmingham

**Music Director** David Wynne

**The Society is an unincorporated association whose day-to-day affairs are managed by Trustees appointed by virtue of their being elected to various honorary positions on the Management Committee**

Elizabeth Collins (Chair)  
Deirdre Finucane (Secretary)  
Christopher Kent (Fundraising)  
Nicholas Lampert (Concert Manager)  
Roger Monk (Treasurer)  
Judy Prever (Membership)  
Andrew Steel (Vice-Chair)  
Christine Wright (Marketing)

During the year, the following changes to the Management Committee were made:  
Hazel Smith retired and was replaced by Deirdre Finucane as Secretary.

**Independent Examiner** Alan Purnell

**Bankers** CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

# **Birmingham Festival Choral Society**

Registered Charity number 510847

## **Report and accounts for the year ended 31 May 2019**

### **Statement of Trustees' Responsibility**

The Charities Act 2011 requires Trustees to prepare financial statements for each financial period which give a true and fair view of the surplus or deficit of the charity for that period.

In preparing those financial statements, they are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare financial statements on a going concern basis, unless it is inappropriate to presume that the charity will continue in operation
- have regard to the Charity Commission's guidance on public benefit.

The Trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud or other irregularities.

### **Statement on going concern basis**

The Trustees have reviewed the Society's financial position and confirm that the Society is a going concern in their opinion.

### **Statement on Reserves**

The Accumulated Fund is the only present reserve that can be used for the day-to-day running of the Society and is designated as an unrestricted fund. For the ongoing security of this fund, a minimum amount in cash at bank or near-cash of at least £5,000 will be maintained. The amount in the Accumulated Fund at 31 May 2019 was £43,378.

The Tour Fund is a designated income fund and the Commissioning Fund and the Training Fund are both restricted income funds.

### **Statement on investment policy**

The investments of the Society are held in two places – the Charities Aid Foundation fixed interest share fund, where all interest receivable is re-invested, and the Charities Commission's COIF Income Fund, the interest on which is paid quarterly.

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All surplus cash is held in an interest-bearing Charities Aid Foundation gold bank account, the interest being credited to income and expenditure account.

### **Statement on accounting policies**

#### **Fixed assets**

This is expenditure that relates to more than one accounting period and is therefore depreciated in the annual accounts over the estimated lives of those assets in equal instalments. The only fixed assets presently held are fully depreciated.

#### **Fixed asset investments**

These are included in the Balance Sheet at year-end market value as provided by the investment managers.

#### **Debtors, prepayments, creditors and deferred income**

These are included on the Balance Sheet as receipts and payments that have either originally been included in a financial year but do not relate to that year or have been received or paid in a subsequent financial year, but relate back to the current financial year. Concert receipts and payments is excluded from this, as they often extend over two or more years.

### **Statement on expenses**

Reimbursements of travel and office expenses incurred in the carrying out of their duties totalling £79 have been made during the year to two Trustees.

### **Statement on related parties**

There have been no related party transactions during the year.

### **Plans for future periods**

In July 2019 we are performing our first out-of-town concert for some years, at St Mary's church, Warwick, entitled "The English Choral Tradition".

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In the 2019/20 season, the Society has another series of varied concerts planned. Our November concert will be Handel's "Messiah". In March 2020 we are to perform Rossini's "Petite Messe Solennelle", followed in July 2020 by a Jazz-themed concert similar in nature and format to that held so successfully in 2018.

**Signed by Chair**

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**Date of Trustees' approval**

10 July 2019.....

# Birmingham Festival Choral Society

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## Report and accounts for the year ended 31 May 2019

### Treasurer's Report

#### Overall

**This year has proved to be very successful artistically and financially.**

**The year saw a much increased overall surplus being made and three exciting concerts, warmly received by appreciative audiences.**

**Because our financial reserves have now been strengthened, we can face the future better able to mount concerts of major works than we were before. As 2020 represents the 175<sup>th</sup> anniversary of the founding of the Society, in November 2019, 2020 and 2021, we plan to do just that.**

Overall, a retained £11,701 surplus was made, compared with a retained surplus of £2,272 last year, a favourable movement of £9,429. The reasons for which are detailed under.

#### **FAVOURABLE**

1.

##### **Concerts**

You will see from note 1 under **Other matters** the list of concert outcomes for the last six years. This year's surplus of **£2,362** represents a net favourable movement of **£8,562** from last year's deficit of **£6,200**. The major causes for this are -

##### **Favourable**

- Orchestra costs lower by **£2,684**.  
No orchestras were used during the year because small ensembles were more suitable for two of the three concerts. Last year, much larger orchestral forces were used.
- Conductor and soloists costs lower by **£3,500**.  
Only three soloists were used in the year, but a lot of soloists were required for all three of the concerts last year.
- Venue hire costs lower by **£4,082**.  
One concert was free-of-charge, and the other two were inexpensive. Last year included the much more expensive Bramall Hall at Birmingham University plus catering costs, for the joint "Carmina Burana" concert.
- Surplus from the provision of refreshments at concerts higher by **£199**.  
Only two of the three concerts last year were catered for by us, as the Bramall Hall provided their own.

Less:

##### **Adverse**

- Ticket sales lower by **£1,874**.  
Last year the audience for the "Carmina Burana" concert was the highest in recent times.

# **Birmingham Festival Choral Society**

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## **Report and accounts for the year ended 31 May 2019**

2.

### **Members' fundraising**

There is a variance of **£1,647** compared with last year.

The main reason for this is the £1,843 raised by choir members at the Virtual Auction held in the summer of 2018.

3.

### **Interest received**

There is a variance of **£141** compared with last year.

In October 2018, £5,000 was invested in Charity Commission Income Units out of surplus cash.

4.

### **Publicity and archive costs**

There is a variance of **£356** compared with last year, when a publicity video of the choir was made, costing £200. In addition, this year advertising in "What's On" magazine was discontinued.

5.

### **Other expenses**

There is a variance of **£307** compared with last year, when website maintenance cost £155 and bamboo cups for resale cost £154. Bank charges were £96 this year and £115 last year.

**Less:**

## **ADVERSE**

1.

### **Music hire or buy**

There is an adverse cost variance of **£1,874** and a favourable income variance of **£617** compared with last year, a net adverse variance of **£1,257**.

In the year, copies of "Folk Songs for Choirs" was bought for £1,220 for the choir library, some of which were bought by choir members. Also, the cost of the choir's music and equipment store has risen twice since March 2018, and alternatives are currently being considered.

# Birmingham Festival Choral Society

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## Report and accounts for the year ended 31 May 2019

2.

### Room hire costs

There is an adverse variance of £193 caused by slightly higher usage of Lordswood Girls School

### Other matters

1.

For comparison purposes, overall financial results for the past six years before exceptional expenses were as follows:

2013/14	£ 424 deficit
2014/15	£ 2,960 deficit
2015/16	£ 2,608 deficit
2016/17	£ 7,908 surplus
2017/18	£ 2,272 surplus
2018/19	£11,701 surplus

These included concert results as follows:

2013/14	£ 4,786 deficit
2014/15	£ 7,037 deficit
2015/16	£ 6,592 deficit
2016/17	£ 1,417 surplus
2017/18	£ 6,200 deficit
2018/19	£ 2,362 surplus

2.

Both of our investments showed good growths in capital values in the year. This is of course due to stock market movements and outside our control.

3.

Cash at bank rose **£9,704 to £18,525** in the year, despite £5,000 of cash being invested in COIF Income Units during the year. Of this £18,525, £12,986 is available for general purposes.

4.

I am pleased to again give warm thanks to all those on the Committee and in the wider Society for the help and encouragement that they have given me over the past year.

Thanks are also again due to all those people who, week after week, raise funds for the Society and support the Committee by faithfully carrying out regular and necessary tasks, without which the Society could not function properly. The Committee values them all.

# **Birmingham Festival Choral Society**

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## **Report and accounts for the year ended 31 May 2019**

Thanks are very properly due to the charitable trusts mentioned in Note 7 to the accounts who responded generously to our appeals for financial support in the year. We need also to thank the anonymous benefactors who donated money to the choir during the year. Their help is very much appreciated and the Society could not continue to function properly without them.

Lastly, I wish to thank Alan Purnell for his advice and assistance as Independent Examiner. Alan has indicated his willingness to serve in the coming year and therefore I am happy to commend him to choir members for re-election.

Roger Monk,  
Treasurer  
10 July 2019



# Birmingham Festival Choral Society

## Income and Expenditure account for the year ended 31 May 2019

	2019			2018	
	£	£	Notes	£	£
<b>INCOME FROM:</b>					
<b>Donations and legacies</b>					
Charitable trusts	3,650		7		3,100
Private donors	721		7		1,115
		<b>4,371</b>			<b>4,215</b>
<b>Charitable activities</b>					
<b>Concerts</b>					
Ticket sales	8,934				10,808
Programme sales	946				940
Provision of refreshments	534				335
		10,413			12,083
<b>Support activities</b>					
Members' subscriptions	15,880				16,128
Sales of choir goods	-				47
Music hire or buy	1,512				895
		17,392			17,070
<b>Total charitable activities</b>		<b>27,805</b>			<b>29,153</b>
<b>Other trading activities</b>					
Members' fundraising	2,162		8		515
Rehearsal refreshments	1,209		8		1,210
		<b>3,371</b>			<b>1,725</b>
<b>Investments</b>					
Interest received		<b>795</b>			<b>654</b>
<b>TOTAL INCOME carried forward</b>		<b>36,342</b>			<b>35,747</b>

**Birmingham Festival Choral Society**

**Income and Expenditure account for the year ended 31 May 2019**

2019		Notes	2018	
£	£		£	£
<b>TOTAL INCOME brought forward</b>	<b>36,342</b>			<b>35,747</b>
<b>Less:</b>				
<b>EXPENDITURE ON:</b>				
<b>Raising funds</b>				
Rehearsal refreshments	<u>180</u>			<u>142</u>
<b>Charitable activities</b>				
<b>Concerts</b>				
Orchestra	3,396			6,080
Conductor and soloists	2,260			5,760
Printing	1,230			1,255
Venue hire	497			4,579
Uniform costs	60			-
Other expenses	<u>608</u>			<u>609</u>
	8,051			18,283
<b>Support activities</b>				
Professional fees	7,824			7,833
Publicity and archives	957			1,313
Room hire	2,480			2,287
Music hire or buy	4,354			2,480
Insurance	613			598
Administrative expenses	79			129
Other expenses	<u>103</u>			<u>410</u>
	16,410			15,050
<b>Total charitable activities</b>	<u>24,461</u>			<u>33,333</u>
<b>TOTAL EXPENDITURE</b>	<u>24,641</u>			<u>33,475</u>
<b>SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE</b>	<u>11,701</u>			<u>2,272</u>
<b>Exceptional expenses</b>	<u>-</u>			<u>-</u>
<b>SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE AFTER EXCEPTIONAL EXPENSES</b>	<u>11,701</u>			<u>2,272</u>

# Birmingham Festival Choral Society

## Balance Sheet as at 31 May 2019

	2019			2018	
	£	£	Notes	£	£
<b><u>Fixed assets</u></b>					
Tangible assets	-		<b>2</b>	-	
Investments	43,465		<b>3</b>	36,393	
<b>Total fixed assets</b>		<b>43,465</b>		<b>36,393</b>	
<b><u>Current assets</u></b>					
Debtors and prepayments	2,606		<b>5</b>	2,300	
Cash at bank	18,525			8,821	
<b>Total current assets</b>		<b>21,131</b>		<b>11,121</b>	
<b><u>Current liabilities</u></b>					
Creditors falling due in one year	(397)		<b>6</b>	(428)	
<b>Total current liabilities</b>		<b>(397)</b>		<b>(428)</b>	
<b>Net current assets</b>		<b>20,734</b>		<b>10,693</b>	
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>64,199</b>		<b>47,086</b>	
<b><u>Represented by:</u></b>					
Unrestricted income funds	43,378		<b>4</b>	30,173	
Restricted income funds	20,821		<b>4</b>	16,913	
<b>TOTAL CHARITY FUNDS</b>		<b>64,199</b>		<b>47,086</b>	

Signed by Chair

Date of Trustees' approval

10 July 2019

## Birmingham Festival Choral Society

### Notes for the year ended 31 May 2019

#### 1. BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011 and the 2016 FRSSE Statement of Recommended Practice

#### 2. FIXED ASSETS

##### Summary of movements of Fixed Assets in the year

	£	Total £
<b>Equipment</b>		
<b>Cost</b>		
<b>Brought forward 1 June 2018 and carried forward 31 May 2019:</b>		
Kawai electronic piano + case	1,355	
2 Display Boards + case	405	
2 Banner Stands	180	
		<u>1,940</u>
<b>Accumulated depreciation</b>		
<b>Brought forward 1 June 2018 and carried forward 31 May 2019:</b>		
Kawai electronic piano + case	1,355	
2 Display Boards + case	405	
2 Banner Stands	180	
		<u>1,940</u>
<b>Net book value 1 June 2018 and 31 May 2019</b>		<u>-</u>

#### 3. INVESTMENTS

<b>Brought forward 1 June 2018</b>	<b>36,393</b>
COIF Income Units bought in year	5,000
Net gain/(loss) on CAF Fund B	568
Net gain/(loss) on COIF Income Fund	1,504
<b>Carried forward 31 May 2019</b>	<b><u>43,465</u></b>
 CAF Fixed Interest Fund - 12,893.07 shares (New Swinnerton Heap Pascoe Training Fund)	 16,243
COIF Income Fund - 1,710.49 units (Accumulated Fund)	27,222
	<u><b>43,465</b></u>

# Birmingham Festival Choral Society

Notes for the year ended 31 May 2019

£

## 4. FUNDS

### Unrestricted income funds

#### Accumulated Fund

As at 1 June 2018	30,173
Surplus (deficit) for the year after exceptional expenses	11,701
Gain/(loss) on investments in the year	1,504
As at 31 May 2019	<u>43,378</u>

Made up of:

Cash	12,986
Investments at valuation	27,222
Investments at valuation transferred from Training Fund	961
Debtors less Creditors	2,209
Total	<u>43,378</u>

**Total Unrestricted income funds** **43,378**

### Restricted income funds

#### Commissioning Fund

As at 1 June 2018	75
Payments in the year	-
As at 31 May 2019	<u>75</u>

Made up of:

Cash	<u>75</u>
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#### Tour Fund

As at 1 June 2018	1,955
Receipts in the year for 2019 tour	58,545
Payments in the year for 2019 tour	(55,036)
As at 31 May 2019	<u>5,464</u>

Made up of:

Cash	<u>5,464</u>
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#### New Swinnerton Heap Pascoe Training Fund

As at 1 June 2018	14,883
Gain/(loss) on investments in the year	568
Payments in the year less choir members' contributions	(169)
As at 31 May 2019	<u>15,282</u>

Made up of:

Investments at valuation	16,243
Less: transferred to Accumulated Fund	(961)
Total	<u>15,282</u>

**Total Restricted income funds** **20,821**

**Total Funds** **64,199**

# **Birmingham Festival Choral Society**

## **Notes for the year ended 31 May 2019**

### **5. DEBTORS AND PREPAYMENTS**

	<b>2019</b>	<b>2,018</b>
	<b>£</b>	<b>£</b>
<b>Debtors</b>		
Gift Aid income tax refund	2,500	2,300
Christmas 2019 concert deposit prepaid	106	-
	<b>2,606</b>	<b>2,300</b>

### **6. CREDITORS**

Members' contributions paid to Romanian charity June 2019	397	-
Professional fees	-	428
<b>Total</b>	<b>397</b>	<b>428</b>

### **7. DONATIONS AND LEGACIES**

#### **Income from charitable trusts**

Measures Trust	1,000	-
Roughley Trust	1,000	-
GW Turner Trust	1,000	-
Vaughan Williams Trust	500	-
Brotherton Trust	150	150
Limoges Trust	-	2,700
William Cadbury	-	250
<b>Total income from charitable trusts</b>	<b>3,650</b>	<b>3,100</b>

#### **Income from private donors**

<b>721</b>	<b>1,115</b>
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#### **Total income from donations and legacies**

<b>4,371</b>	<b>4,215</b>
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### **8. INCOME FROM FUNDRAISING**

Rehearsal refreshments	1,209	1,210
Auction of Promises	1,843	-
Goodies evenings	100	222
Quiz night	-	106
5p, 2p, 1p jars	6	7
Sale of contributed goods	213	180
	<b>3,371</b>	<b>1,725</b>

## Birmingham Festival Choral Society

Notes for the year ended 31 May 2019

### 9. CHARITY CONCERT DECEMBER 2018

	2019 £	2,018 £
<b>Income</b>		
Ticket sales	844	1,100
Other donations direct to charity	430	554
Members' contributions to costs surplus	7	7
<b>Total income</b>	<b>1,281</b>	<b>1,661</b>
<b>Expenditure</b>		
Venue hire	441	421
Professional fees	293	284
Other costs	117	5
	<b>851</b>	<b>710</b>
<b>Total amount received by charity</b>	<b>430</b>	<b>951</b>

# Birmingham Festival Choral Society

## Statement of Financial Activities for the year ended 31 May 2019

	Unrestricted funds £	Restricted funds £	Total funds £	Prior period total funds £	Pages
<b>Income from:</b>					
Donations and legacies	4,371	-	4,371	4215	<b>2</b>
Charitable activities	27,805	-	27,805	29152	<b>2</b>
Other trading activities	3,371	-	3,371	1,725	<b>2</b>
Investments	795	-	795	654	<b>2</b>
Other activities	-	58,545	58,545	-	<b>2</b>
<b>Total</b>	<b>36,342</b>	<b>58,545</b>	<b>94,887</b>	<b>35,746</b>	<b>2</b>
<b>Expenditure on:</b>					
Raising funds	180	-	180	142	<b>3</b>
Charitable activities	8,051	-	8,051	18,283	<b>3</b>
Other activities	16,410	55,205	71,615	17,599	<b>3</b>
<b>Total</b>	<b>24,641</b>	<b>55,205</b>	<b>79,846</b>	<b>36,024</b>	<b>3</b>
<b>Net ordinary income/</b>	<b>11,701</b>	<b>3,340</b>	<b>15,041</b>	<b>(278)</b>	
<b>Exceptional expense:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net income/(expendit</b>	<b>11,701</b>	<b>3,340</b>	<b>15,041</b>	<b>(278)</b>	
<b>exceptional expenses</b>					
<b>Transfers between fu</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net gains/(losses) on</b>	<b>1,504</b>	<b>568</b>	<b>2,072</b>	<b>437</b>	<b>6</b>
<b>investments</b>					
<b>Net movement in func</b>	<b>13,205</b>	<b>3,908</b>	<b>17,113</b>	<b>158</b>	
<b>Total funds brought f</b>	<b>30,173</b>	<b>16,913</b>	<b>47,086</b>	<b>46,928</b>	
<b>Total funds carried fo</b>	<b>43,378</b>	<b>20,821</b>	<b>64,199</b>	<b>47,086</b>	



**Independent Examiner's report to the Trustees of Birmingham  
Festival Choral Society on accounts for the year ended 31 May  
2019 set out on pages 1 to 8 attached**

**Independent Examiner's report  
to the Trustees of Birmingham  
Festival Choral Society on  
accounts for the year ended 31  
May 2019 set out on pages 1 to  
8 attached**

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 needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

AG Purnell FCA  
Birmingham  
10 July 2019