

GUILDFORD CHORAL SOCIETY

Registered Charity No. 280533

ACCOUNTS

FOR THE YEAR ENDED

30TH APRIL 2018

GUILDFORD CHORAL SOCIETY

LEGAL AND ADMINISTRATIVE INFORMATION - YEAR ENDED 30 APRIL 2018

Trustees ("Officers")

Derek Lake

vacant

Sarah Winterbotham (co-opted 1/1/18)

Charlotte Beck

Robin Pass

Lesley Pratt

Keith Torbet (appointed 22/6/17)

Philip Tudor

Catherine Wands

Chairman

Hon. Secretary

Hon. Treasurer

Publicity Manager

Box Office Manager

Rehearsal Secretary

Concert Manager

Librarian

Membership Secretary (previously Hon. Secretary)

Officers resigning since 1 May 2017

Nicola Pugh (resigned 1/1/18)

Christine Canniff (resigned 22/6/17)

Hon. Treasurer

Concert Manager

Principal Office

c/o C Wands

33 Joseph's Road

Guildford

Surrey

GU1 1DN

Bankers

Barclays Bank plc

Leicester

LE87 2BB

Website

www.guildfordchoral.org

Independent Examiner

Nigel Scott MBA PgDip

mastering charity management

55 Manygate Lane

Shepperton

TW17 9EJ

GUILDFORD CHORAL SOCIETY

REPORT OF THE OFFICERS OF THE COMMITTEE **YEAR ENDED 30 APRIL 2018**

The officers present the annual report and the accounts of the charity for the year ended 30 April 2018. The accounts have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's constitution and applicable law.

Constitution and objects

Guildford Choral Society ("the Society") was founded in 1839 and is constituted under its Constitution and Rules (as amended from time to time) and is a registered charity no. 280533. The Constitution can be amended by a Special General Meeting of the Members of the Society.

The objects of the Society have continued to be to promote the advancement and improvement of general education in relation to all aspects of the art of choral music and the development of the public appreciation of such art.

The officers confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Organisation

The Officers who have served during the year and since the year end are set out on page 1. Officers are elected for the following year at each Annual General Meeting of members of the Society. Additional members are elected as committee members to assist with the running of the Society. The full committee meets at least four times a year. The income and expenditure relating to the promotion of concerts and to other activities is set out on page 5.

Financial and operating review

Concert income generated during the year amounted to £26,855 with concert costs totalling £56,248. Other income including member subscriptions totalled £36,015 and other costs including rehearsal costs totalled £19,326, resulting in a loss for the year of £12,704.

Our summer concert was back in Guildford Cathedral as they came towards the end of their building works. The concert consisted of an unaccompanied piece, Alleluia by Randall Thompson, followed by Rutter's Requiem and Lux Aeterna by Lauridsen. We were joined by the percussion and brass players of Southern Pro Musica and a talented soprano soloist.

In November 2017 we performed Haydn's Creation, accompanied by the London Mozart Players and supported by three soloists.

For our Christmas concert we combined the beautiful Christmas Oratorio by Saint-Saens with Britten's St Nicolas. We were accompanied by Southern Pro Musica, and joined by Guildford High School choir and seven soloists, including three from the Guildford Cathedral Choir.

In March 2018 we performed Bach's Mass in B minor, accompanied by Canzona and four soloists.

Our soloists for the November, Christmas and March concerts were supported by the Josephine Baker Trust and we were grateful for their financial support.

The BBC invited us back to take part in the "Big Sing" at the Royal Albert Hall, broadcast in December 2017. This event continues to be well supported by members of the choir.

We held a number of successful fundraising events during the year, which provided an important part of our income.

The choir continues in its relationship with the Music Of Life Foundation, which provides high quality musical education and performance opportunities for young people with disabilities and special needs.

GUILDFORD CHORAL SOCIETY

REPORT OF THE OFFICERS OF THE COMMITTEE (continued) **YEAR ENDED 30 APRIL 2018**

The Society continues to enjoy support from a separate charity, The Friends of Guildford Choral Society, although no donation was made in the current year.

Reserves policy

It is the policy of the Society to maintain unrestricted funds, which are free reserves of the charity (excluding listed investments), at a level which equates with approximately 12 months net expenditure. In this context, net expenditure means budgeted annual rehearsal costs and administrative expenses, together with anticipated finance required for the concerts to which the Society is committed for the coming year. This provides sufficient funds to cover management and administration and support costs and to be able to commit to the planned programme of concerts for the next 2 - 3 years.

Reserves at 30 April 2018 totalled £97,328. The Trustees consider that reserves of £78,100 are required for the coming year.

Risk management

The officers have examined the major strategic, business and operational risks which the Society faces and are satisfied that systems have been established to address the identified risks.

Public Benefit

The officers have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. As confirmed by the information contained in this report, the maintenance of a comprehensive website and in other ways, the officers actively seek to demonstrate, on a continuing basis, that the aims of the charity are carried out for the public benefit. The collaboration with the Music of Life Foundation is one such example of this.

Officers' responsibilities in relation to the accounts

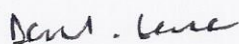
Law applicable to charities in England and Wales requires the officers to prepare accounts for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing these accounts, the officers are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

The officers are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Society, which enable the officers to ascertain the financial position of the Society and to ensure that the accounts comply with the Charities legislation. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Signed on behalf of the charity's officers



.....
Derek Lake
Chairman
21 June 2018

INDEPENDENT EXAMINER'S REPORT TO THE OFFICERS OF GUILDFORD CHORAL SOCIETY

I report on the accounts of the Society for the year ended 30 April 2018, which are set out on pages 5 to 9 of the published Report & Accounts.

Respective responsibilities of officers and examiner

The charity's officers are responsible for the preparation of the accounts. The charity's officers 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. The Society is preparing accrued accounts and I am qualified to undertake the examination through experience in charity accounting.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- 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 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 Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011have 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.

Nigel Scott MBA PgDip
mastering charity management
55 Manygate Lane
Shepperton
TW17 9EJ

24 May 2018

GUILDFORD CHORAL SOCIETY**STATEMENT OF FINANCIAL ACTIVITIES for the year ended 30 April 2018**

	Notes	Concerts £	Other Activities £	Total 2018 £	Total 2017 £
Incoming resources					
Concert tickets		22,576	-	22,576	33,274
Programme sales and advertising		2,046	-	2,046	2,531
Sponsors and grants		1,500	-	1,500	600
Patrons, other donations and legacies		-	2,992	2,992	3,000
Fundraising		-	5,358	5,358	3,801
Investment income		-	505	505	12
Members subscriptions		-	22,145	22,145	23,085
Tax recoverable under gift aid		-	4,947	4,947	4,907
Other income		733	68	801	1,140
		26,855	36,015	62,870	72,350
Resources expended					
Charitable Expenditure:					
Orchestras		28,891	-	28,891	26,366
Soloists and conductors		9,680	-	9,680	9,515
Concert halls		4,500	-	4,500	13,068
Publicity		3,616	457	4,073	3,887
Programme printing		1,662	-	1,662	1,697
Other concert costs		7,899	-	7,899	7,210
Rehearsals		-	17,084	17,084	16,467
		56,248	17,541	73,789	78,210
Management and administration		-	1,785	1,785	864
		56,248	19,326	75,574	79,074
Net incoming/(outgoing) expenditure before investment losses					
		(29,393)	16,689	(12,704)	(6,724)
Net losses on investments				-	-
NET MOVEMENT IN FUNDS				(12,704)	(6,724)
Total funds brought forward				110,032	116,756
Total funds carried forward				97,328	110,032

Note: All the Society's resources and activities are considered to be associated with unrestricted funds, with the exception of grants of £1,500 (2017: £600) received for specific concerts and allocated to the costs of those concerts.

There were no restricted funds held at the year end.

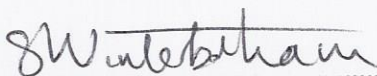
GUILDFORD CHORAL SOCIETY
BALANCE SHEET as at 30 April 2018

	Notes	Unrestricted Funds	
		2018	2017
		£	£
Current assets			
Cash at bank		84,135	108,608
Debtors, prepayments and accrued income	5	14,895	2,081
Total current assets		<u>99,030</u>	<u>110,689</u>
 Creditors - amounts falling due within one year			
Accruals and deferred income	6	(1,702)	(657)
Total assets less current liabilities		<u><u>97,328</u></u>	<u><u>110,032</u></u>
 Funds			
Balance brought forward		110,032	116,756
Net movement in resources in the year		(12,704)	(6,724)
Balance carried forward		<u><u>97,328</u></u>	<u><u>110,032</u></u>

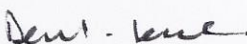
Basis of preparation

These accounts have been prepared under the historic cost convention on an accruals basis and are based on the Statement of Recommended Practice for Charities: "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014" insofar as it applies to the accounts of unincorporated charities with up to £250,000 annual income, and the Charities Act 2011.

Signed on behalf of all the trustees



 Sarah Winterbotham
 Hon. Treasurer
 21 June 2018



 Derek Lake
 Chairman
 21 June 2018

GUILDFORD CHORAL SOCIETY

NOTES TO THE ACCOUNTS for the year ended 30 April 2018

1. Basis of preparation

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014" and with the Charities Act 2011.

Going concern

The officers have no reason to consider that the society is not a going concern.

2. Accounting policies

Income

Income is included in the Statement of Financial Activities (SoFA) when:

- we become entitled to the resources;
- it is more likely than not that we will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources are accounted for on an accruals basis and consist of the total income receivable during the year. This comprises concert income, sponsorship and grants, fundraising, donations received from patrons and others, and investment income receivable, together with gift aid tax recoveries.

Expenditure & liabilities

Expenditure is included on an accruals basis.

3. Net movement in funds

Unrestricted funds are those accumulated surpluses and deficits which are available for use at the discretion of the Officers in furtherance of the Society's general charitable objectives (and may include designated funds).

Restricted funds are those subject to specific trusts, to be directed to a specified purpose, in some cases with a requirement for the assets to be invested and retained for actual use (an endowment fund) without being expended.

4. Related party transactions

There were no related party transactions during the year.

No remuneration has been paid to any officer of the Society or to the independent examiner.

GUILDFORD CHORAL SOCIETY**NOTES TO THE ACCOUNTS for the year ended 30 April 2018**

	2018	2017
	£	£
5. Debtors, prepayments and accrued income		
Debtors		
Barnard Castle School	-	103
Prepayments		
Deposit for June 17 concert	-	300
Deposit for Nov 17 concert	-	300
Deposit for Christmas 17 concert	-	300
Deposit for June 18 concert	7,114	-
Deposit for Nov 18 concert	6,896	-
Rehearsal venue deposit	20	60
Publicity for future years	513	333
Hall hire deposits - fundraising events	257	-
Accrued income		
Music hire	95	-
Patrons	-	200
Spring term refreshments	-	215
Coach contributions	-	270
	14,895	2,081
	2018	2017
	£	£
6. Accruals and deferred income		
Deferred income		
Advance advertising receipts	-	93
Advance ticket sales	91	-
Music hire	-	24
Prepaid subscriptions	25	-
Accruals		
Conductor	220	380
Rehearsal venue	250	-
Programme printing costs	846	-
Other accruals	270	160
	1,702	657

GUILDFORD CHORAL SOCIETY

SUPPLEMENTARY INFORMATION relating to the accounts for the year ended 30 April 2018

A CONCERT RESULTS	June 2017	November 2017	December 2017	March 2018	Total 2018	Total 2017
	Trans Harm	Creation	Christmas	Mass in Bm		
	£	£	£	£	£	£
Tickets	4,156	6,222	6,264	5,934	22,576	33,274
Programme sales and advertising	528	536	508	474	2,046	2,531
Sponsors and contributors	-	450	450	600	1,500	600
Other concert income	301	155	163	114	733	1,140
Orchestra	(6,621)	(9,627)	(4,620)	(8,023)	(28,891)	(26,366)
Soloists and conductor	(1,670)	(2,395)	(2,895)	(2,720)	(9,680)	(9,515)
Hall	(1,075)	(1,250)	(1,075)	(1,100)	(4,500)	(13,068)
Publicity	(1,019)	(999)	(826)	(772)	(3,616)	(3,575)
Programmes	(409)	(407)	(423)	(423)	(1,662)	(1,697)
Other concert costs	(1,785)	(1,778)	(2,406)	(1,930)	(7,899)	(7,210)
Net profit/(loss)	(7,594)	(9,093)	(4,860)	(7,846)	(29,393)	(23,886)

B SPONSORS AND GRANTS	2018 £	2017 £
Josephine Baker Trust	1,500	600
	1,500	600
Related to specific concerts (see note A above)	(1,500)	(600)
General funding	-	-

C DAY TO DAY RUNNING	2018 £	2017 £
Members' subscriptions	22,145	23,085
Tax recoverable under gift aid	4,947	4,907
Rehearsal costs	(17,084)	(16,467)
Administration	(1,785)	(864)
General publicity	(457)	(312)
	7,766	10,349

D FUND RAISING	2018 £	2017 £
GCS Entertains	990	-
Singing Day	2,508	-
Additional voluntary member donations	124	180
Dance night	-	648
Tuck shop	231	576
easyfundraising	220	123
Quiz night	-	810
Big Sing	930	1,010
Other	355	454
	5,358	3,801