



## Trustees' Report and Financial Statements

For the year ended 30<sup>th</sup> April 2015



Performing Verdi's Requiem, Royal Albert Hall, May 18 2014

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Rehearsing Verdi's Requiem, Royal Albert Hall, 18 May 2014.

## Charity Information

### Management Committee (Trustees)

The committee members (appointed at the June 2014 AGM) are:

James Garrow	Chairman
Jane Brookes	Hon. Membership Secretary
Simon Browning	Hon. Treasurer
June Windle	Hon. Secretary
Joan Thomas	Patrons Secretary
Jackie Alderton	
Liz Durning	
Lesley Scordellis	
Hilary Trigg	
Michael Dudley	

### Registered Office

9 Baldwin Crescent  
Guildford  
Surrey GU4 7XW

### Bankers

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

### Independent Examiner

Anthony Peter Garrood ACA  
23 George Road  
Guildford  
Surrey GU1 4NP

### Website

[www.vivacechorus.org](http://www.vivacechorus.org)

## Chairman's Report for the Year Ended 30 April 2015

As Chairman of the Vivace Chorus I am enormously proud of the choir's achievements during the past year, one of the busiest and, arguably, most successful in our history.

Seven events during the year, in particular, stand out:

- Performing 8 major concerts
- Our sell-out performance at the Royal Albert Hall
- A major concert tour to Italy
- A growing membership base, now nudging 160
- A Paris to London cycle ride
- Performing alongside international violinist, Tasmin Little
- Bach's B minor Mass

Four choirs – Vivace, the London Philharmonic Choir and Twickenham and Wimbledon Choral Societies numbering over 500 singers, accompanied by the Royal Philharmonic Orchestra - joined forces for our Verdi *Requiem* concert at the Royal Albert Hall in May and, as with our previous promotion there of Mahler's 8<sup>th</sup> symphony, sang to a full house.

It takes a lot of confidence for an amateur choir from outside London to accept the challenge of performing at the Albert Hall where costs incurred were around £68,000 but Vivace pulled out all the stops and packed the hall to the dome. This resulted in a major boost to our surplus for the year, contributing almost £36,000.

Vivace Chorus members are nothing if not enthusiastic towards publicising the concerts, raising money for charity and having fun at the same time! In order to raise the profile of our Verdi concert in London, it was suggested that we cycle from the Hotel London in Paris where Verdi began to compose his *Requiem*, to the doors of the Royal Albert Hall where this masterpiece was first performed.

11 cyclists aged between 16 and 80 set off by train to Paris on a Friday and returned to be greeted by a brass band, our local MP, the Mayor and about 100 choir members in the centre of Guildford, en route to the final destination on the Sunday. How much they managed to draw attention to the concert is debatable but they certainly did well raising around £14,000 for the Rainbow Trust children's charity.

A quite excellent choir tour to Italy where the choir was based in Verona; they performed in the Cathedral there and in Mantua as well as the exquisite Basilica dei Frari in Venice. There were 102 choir members and partners on the trip which ended with a visit to a winery and a cruise on Lake Garda.

In November we performed what is regarded by many as the world's most stunning of choral works: Bach's B minor Mass in Guildford Cathedral. Wonderfully complex, it is a

**Guildford Philharmonic Choir (Working Name: Vivace Chorus)**

Registered Charity No: 1026337

challenge to sing, but Vivace rose to the occasion, performing alongside our favourite London orchestra, the Brandenburg Sinfonia. With such a beautiful work heard only too rarely, it wasn't too surprising to see a packed house. Such a rewarding sight and equally rewarding to perform.

We have now established ourselves at two Guildford venues at Christmas, and are invited to sing carols for charity in GLive and for the Mayor's charities in Holy Trinity. These are very popular and well-attended events and it is wonderful to be able to raise much-needed funds for other local charities.

In March we promoted a concert in the marvellous concert venue of GLive, starring Tasmin Little who performed the Mendelssohn violin concerto. The choir sang Delius' *Sea Drift* and finished the evening off with a performance of Stanford's lively *Songs of the Fleet*. This was well-attended being about ¾ capacity and proved a popular concert with the audience.

So musically, socially, financially, culturally, in fundraising activities for charities and the choir itself, membership numbers and in having a great time, the Vivace Chorus is in very good fettle indeed.

**James Garrow**  
**Chairman of the Vivace Chorus**

Profit/(Loss)	Expenditure	Income	
£35,118	£64,877	£39,995	Verdi's Requiem (Royal Albert Hall)
(£2,777)	£14,345	£11,868	Bach Mass in B Minor (Cathedral)
(£7,180)	£27,589	£25,409	Delius & Stanford sea songs (GLive)

## Guildford Philharmonic Choir (Working Name: Vivace Chorus)

Registered Charity No: 1026337

### Trustees' Report

The Management Committee (Committee of Trustees) presents the Trustees' Report and Financial Statements for the year ended 30 April 2015. The accounts have been prepared in accordance with the accounting policies set out on page 11 and comply with the charity's constitution and applicable law.

### Objects

The Constitution which governs the Guildford Philharmonic Choir (Working name: Vivace Chorus), states that the objects of the charity are to advance public education and appreciation of choral music in all aspects, in particular by the presentation of public concerts and by other such means as the Committee of the Choir shall determine.

### The Management Committee

The Constitution states that the management of the Choir is in the hands of a Committee consisting of four officers and between four and eight additional members. All committee members are trustees of the charity and are elected by members of the choir at the Annual General Meeting (AGM) or co-opted during the year. A List of committee members is given on page 3. The full committee meets at least six times a year.

A Music Director is appointed at each AGM meeting and is a non-voting member of the committee. During the year the Music Director was Jeremy Backhouse. Professor Francis Pott was reappointed in accordance with the Constitution as accompanist.

### Financial and operating review

During the year the choir had a membership of around 160 members and produced three concerts. The Chairman's report describes the major achievements of the year, together with the Committee plans for the future.

The choir's direct income (fundraising, together with subscriptions from members and patrons), funds the full cost of running the choir and makes a contribution towards covering the net costs of concerts, as they generally make a small loss. There is a constant challenge of selling sufficient tickets to cover the cost of a full orchestra and soloists in a major venue:

	Income	Expenditure	Profit/(Loss)
Verdi's Requiem (Royal Albert Hall)	£99,995	£64,877	£35,118
Bach Mass in B Minor (Cathedral)	£11,868	£14,345	(£2,477)
Delius & Stanford Sea Songs (GLive)	£15,409	£22,589	(£7,180)

The net £30,122 unrestricted surplus for the year has been added to reserves.

## **Reserves policy**

It is the policy of the choir to maintain unrestricted funds, which are free reserves of the charity, at a level which underwrites the next two years' concerts, in addition to net management and administration and support costs for those two years. This enables the choir to plan ambitious programmes and to fund the cumulative associated cash flow outlays which take place well in advance of concerts.

## **Risk Management**

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

## **Public Benefit**

The Committee has 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 demonstrate, on a continuing basis, that the aims of the charity are carried out for the public benefit. The discounted subscriptions of students and discounted concert tickets offered to schools are example of this.

## **Trustees' responsibilities in relation to the accounts**

Under the Charities Act 2011, requires the Trustees 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 departure disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

Approved by the Trustees and signed on their behalf by:

**James Garrow, Chairman**

18 June 2015

## Independent examiner's report on the accounts

**Report to the Trustees/members of the Vivace Chorus (charity registered in the name of Guildford Philharmonic Choir), on the financial statements for the year ending 30 April 2015.**

### Respective responsibilities of trustees and examiner

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 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 such matters. The procedures undertaken do not provide all the evidence that would be required on 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 which gives me reasonable cause to believe that in, any material respect, the requirements:

1)

- To keep accounting records in accordance with section 130 of the Charities Act; and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met;

2) To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to me met.

Signed:

Date:

Name: Anthony Peter Garrod, 23 George Road, Guildford, Surrey GU1 4NP

Relevant Professional qualification: ACA

## STATEMENT OF FINANCIAL ACTIVITIES FOR 2014/15

	Note	Unrestricted Funds	Designated Funds	Total Funds	Total Funds
		2014/15	2014/15	2014/15	2013/14
<b>Incoming Resources</b>		£	£	£	£
Donations, legacies and Similar incoming resources	23,807	23,807	-	23,807	56,093
Income from activities in Furtherance of objectives	129,308	129,308	-	129,308	32,778
Income from activities for Generating funds	8,702	8,702	-	8,702	5,939
Investment income (interest)	1,026	1,026	-	1,026	1,145
Miscellaneous Income (ASC)	1,500	1,500	-	1,500	1,500
<b>Total Incoming Resources</b>	<b>164,343</b>	<b>164,343</b>	<b>-</b>	<b>164,343</b>	<b>97,455</b>
<b>Resources Expended</b>					
Costs of generating funds	804	804	-	804	5,015
Costs of activities for Charitable objectives	118,555	118,555	5,854	124,409	61,175
Support Costs	6,765	6,765	-	6,765	3,828
Management and Administration	2,243	2,243	-	2,243	1,334
<b>Total Resources Expended</b>	<b>128,367</b>	<b>128,367</b>	<b>5,854</b>	<b>134,221</b>	<b>71,352</b>
<b>Net Incoming Resources For the Year</b>		<b>34,976</b>	<b>(5,854)</b>	<b>30,122</b>	<b>26,103</b>
<b>Total Funds Brought Forward</b>		<b>65,949</b>	<b>40,452</b>	<b>106,401</b>	<b>80,298</b>
<b>Total Funds Carried Forward</b>		<b>101,925</b>	<b>34,598</b>	<b>136,523</b>	<b>106,401</b>

## Balance Sheet As At 30<sup>th</sup> April 2015

	Note	2015 Unrestricted Funds £	2014 Unrestricted Funds £
<b>Current Assets</b>			
Stock	5	1,739	1,111
Debtors & Prepayments	6	6,831	43,026
Cash at Bank and in hand	7	<u>134,718</u>	<u>107,722</u>
<b>Total Current Assets</b>		<b>143,288</b>	<b>151,859</b>
<b>Creditors: Amounts falling due</b>			
<b>Within one year</b>	8	<u>6,765</u>	<u>45,458</u>
<b>Total Net Current Assets</b>		<b>136,523</b>	<b>106,401</b>
<b>Unrestricted income funds</b>		<b>101,925</b>	<b>65,949</b>
<b>Designated funds(Enid Weston Legacy)</b>		<b><u>34,598</u></b>	<b><u>40,452</u></b>
<b>Total Funds</b>		<b>136,523</b>	<b>106,401</b>

### 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 Accounting Practice for Charities 2005 insofar as it applies to the accounts of unincorporated charities with up to £250,000 annual income, and the Charities Act 2011.

Simon Browning

Hon. Treasurer

18 June 2015.

## Notes to the Accounts

### 1. Accounting policies

These accounts have been prepared in accordance with applicable accounting standards and reporting by Charities Statement of Recommended Practice (SORP 2005) and the Charities Act 2011.

Income from donations, grants and subscriptions is included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the income and any conditions for receipt are met. Tax claim income is included on the SOFA at the same time as the gift to which it relates.

Stock is valued at the lower of cost or net realisable value.

### 2. Trustees and other related parties

No remuneration directly or indirectly out of the funds of the charity has been paid or payable to any committee member or to any person known to be connected with any of them.

All Trustees are choir members and as such undertake transactions with the charity common to all members (e.g. payment of subscriptions, purchase of concert tickets, refund of expenses incurred for the choir etc).

### 3. Donations, legacies and similar incoming resources

	2015	2014
	£	£
Subscriptions	17,957	17,250
Patrons	3,843	2,864
Tax refunds	240	4,169
Borough grant	-	2,640
Other donations	<u>1,767</u>	<u>29,170</u>
	<u>23,807</u>	<u>56,093</u>

In 2014 other donations includes a very generous legacy of £29,094 from Enid Weston, which is treated as designated funds as it has been decided to use the funds for specific projects for the choir. This year's gift aid tax rebate is yet to be submitted.

### 4. Miscellaneous Income

A number of years ago, the charity participated in a consortium, named the Association of Surrey Choirs (ASC), which made a lottery bid for the purchase of performance staging for Guildford Cathedral. The bid was unsuccessful. Nevertheless, the members of the

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consortium then went on to contribute to the capital costs of the staging themselves, under the umbrella of the ASC, and all users of the staging are charged fees for the use of it, by the ASC. Vivace Chorus financed a £2,500 stake in the staging. This investment is now fully written down, although the charity, as a founding member of ASC, has a continuing interest in the staging and receives periodic dividends derived from charges for the use of it. A dividend of £1,500 was received in 2015.

**5. Stock**

Stock consists of scarves, folders and tops which were sold to choir members for use at concerts. These are held in stock and are issued as needed.

**6. Debtors**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Trade debtors	-	3,800
HM Revenue & Customs	-	7,837
Sundry Debtors	5,558	6,990
Prepayments	<u>1,273</u>	<u>24,399</u>
	<u>6,831</u>	<u>43,026</u>

**7. Cash at bank and in hand**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Current account (CAF Cash)	34,815	23,139
Monmouth Building Society	84,934	83,910
CAF Gold Account	60	60
Metro Bank	14,380	0
Petty Cash	321	567
Librarian's float	<u>208</u>	<u>46</u>
	<u>134,718</u>	<u>107,722</u>

**8. Creditors: amounts falling due within one year**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Accrued rehearsal costs	2,965	2,221
Deferred Income – concert	3,800	29,532
Deferred Income – Italy Tour	-	12,472
Sundry Creditors	<u>-</u>	<u>1,233</u>
	<u>6,765</u>	<u>45,458</u>

The deferred income for concert comprises of income for tickets received for the May 2015 concert (2014 for the Royal Albert Hall – Verdi Concert May 2014). The Italy tour took place in June 2014.