



## **ANNUAL REPORT**

**To be presented at the Annual General Meeting  
1 November 2018**

St Michael and All Angels' Church, Summertown, Oxford.

## 1. Legal and Administrative Information

<i>Registered charity number</i>	900317
<i>Principal address</i>	6 Rogers Street Oxford OX2 7JS
<i>Trustees and Officers</i>	Victoria Alexander (Chair) Diana Chandler (Treasurer) Alison Jones (Secretary) Gillian Beattie (Webmaster) Jackie Weaver (Front of House/Publicity) Nicky Boughton (Concert Co-ordinator) Vreni Booth (Social Secretary) Debbie Hamilton (Membership Secretary) Simon Wratten (Librarian)
<i>Music Director</i>	Duncan Saunderson
<i>Accompanist</i>	Julian Littlewood
<i>Governing document</i>	The Constitution of Summertown Choral Society 2016
<i>Bankers</i>	Nat West Bank, Oxford COIF Charities Deposit Fund 85 Queen Victoria Street, London EC4V 4ET
<i>Independent examiner</i>	Jacqueline Bowman 2B Sandfield Road Headington Oxford OX3 7RG

### *Objectives* (from clause 2 of the Constitution)

The aims of the Society shall be to educate the public in the Art and Science of Music by the rehearsal of choral music, the presentation of public concerts and other charitable activities.

## **2. Report from the Treasurer, Accounts and Examiner's Report**

### **Report from the Treasurer**

As in the previous year, the finances of Summertown Choral Society remain very healthy. At the end of the last financial year, we aimed to maintain a reserve fund in excess of the agreed minimum of £12,000 but to begin to spend some of the extra reserve, allowing for the commission for Term 2, 2018/19 and other extra expenditure. This year, the summer concert was both expensive and less well attended than usual, meaning that we used up more of the reserve, but still leaving us with a very healthy balance of £15,882.87. For this last year the subscription price of £120 (with reductions as needed) has not therefore covered the usual rehearsals, concerts, music and social events. This year, membership has been good although slightly lower than last year, with fewer members joining in both terms. The concert in Term 1 was very well attended, with record breaking receipts but there was an audience of only half the size in Term 2, with consequent loss of revenue. The continuation of charges for programmes and drinks appears to be well accepted and provides a welcome boost to our funds.

Our aims this year are as for last year - to continue to use our finances to promote musical excellence and availability to all. Subscriptions will remain at £120 per year or £65 per term with reductions as required.

We are anticipating greater expenditure next year, with a large orchestra and soloists for our February concert – which we hope to be very popular and another sell-out – as well as the commission, and a smaller concert in the summer. Altogether there may be some more inroads into the reserve but aim to keep it well within the £12,000 limit.

As the retiring treasurer, I would like thank Kirsten Smith, co-opted Treasurer, for taking over most of my duties this year, and look forward to handing over to her excellent stewardship.

We would like to thank our external examiner, Jacqueline Bowman, for auditing our accounts this year.

Diana Chandler, October 2018

Kirsten Smith, October 2018

# Summertown Choral Society

## Annual Accounts

### 2017-2018

	Total 2017-18	Total 2016-2017	TERM 1 2017-2018	TERM 1 2016-2017	TERM 2 2017-2018	TERM 2 2016-2017
<b>Receipts</b>						
Subscriptions	£ 13,671.00	£ 14,668.00	£ 11,301.00	£ 12,075.00	£ 2,370.00	£ 2,593.00
Concert Tickets	£ 5,329.48	£ 5,443.45	£ 3,650.48	£ 3,248.75	£ 1,679.00	£ 2,194.70
Gift Aid	£ 2,683.96	£ 2,856.68	£ -	£ -	£ 2,683.96	£ 2,856.68
Events and workshops	£ -	£ -	£ -	£ -	£ -	£ -
Donations (for rehearsal refreshments)	£ -	£ 29.58	£ -	£ 29.58	£ -	£ -
Concert Refreshments	£ 403.01	£ 506.67	£ 290.49	£ 278.67	£ 112.52	£ 228.00
Programme Sales	£ 295.31	£ 239.10	£ 149.31	£ 140.10	£ 146.00	£ 99.00
CD Sales and Music Hire	£ -	£ -	£ -	£ -	£ -	£ -
Bank Interest	£ 44.72	£ 57.83	£ 17.25	£ 33.92	£ 27.47	£ 23.91
<b>Total Receipts</b>	<b>£ 22,427.48</b>	<b>£ 23,801.31</b>	<b>£ 15,408.53</b>	<b>£ 15,806.02</b>	<b>£ 7,018.95</b>	<b>£ 7,995.29</b>
<b>Payments</b>						
<b>Rehearsal:</b>						
Professional Fees	£ 7,207.00	£ 7,320.00	£ 4,130.00	£ 3,770.00	£ 3,077.00	£ 3,550.00
Hire of Hall	£ 1,222.50	£ 1,225.00	£ 660.00	£ 665.00	£ 562.50	£ 560.00
Music Purchase/Hire/Printing	£ 1,047.25	£ 1,004.00	£ 487.75	£ 644.00	£ 559.50	£ 360.00
<b>Total Rehearsal:</b>	<b>£ 9,476.75</b>	<b>£ 9,549.00</b>	<b>£ 5,277.75</b>	<b>£ 5,079.00</b>	<b>£ 4,199.00</b>	<b>£ 4,470.00</b>
<b>Concerts:</b>						
Soloists and Instrumentalists	£ 13,509.70	£ 9,014.00	£ 8,432.90	£ 7,064.00	£ 5,076.80	£ 1,950.00
Hall and Staging	£ 1,431.67	£ 960.52	£ 523.51	£ 471.41	£ 908.16	£ 489.11
Refreshments, Gifts for soloists	£ 698.71	£ 701.01	£ 379.15	£ 379.62	£ 319.56	£ 321.39
Commissioning Music	£ -	£ -	£ -	£ -	£ -	£ -
Printing for publicity	£ 1,460.32	£ 1,566.94	£ 780.20	£ 746.47	£ 680.12	£ 746.47
<b>Total Concert:</b>	<b>£ 17,100.40</b>	<b>£ 12,242.47</b>	<b>£ 10,115.76</b>	<b>£ 8,661.50</b>	<b>£ 6,984.64</b>	<b>£ 3,506.97</b>
<b>Capital Purchases:</b>						
Events and Workshops:						
Professional Fees	£ -	£ 440.00	£ -	£ 440.00	£ -	£ -
Hall hire and other costs	£ -	£ 125.00	£ -	£ 125.00	£ -	£ -
<b>Total Events and Workshops:</b>	<b>£ -</b>	<b>£ 565.00</b>	<b>£ -</b>	<b>£ 565.00</b>	<b>£ -</b>	<b>£ -</b>
<b>Administration:</b>						
Stationary, postage, photocopying	£ 185.24	£ 235.95	£ 169.29	£ 157.27	£ 15.95	£ 78.68
Additional/replacement music	£ 19.90	£ 27.43	£ -	£ -	£ 19.90	£ 27.43
Social	£ 161.36	£ 600.63	£ 161.36	£ 294.44	£ -	£ 306.19
Independent Examination	£ -	£ -	£ -	£ -	£ -	£ -
Subscription: Making Music	£ 412.00	£ 390.00	£ 412.00	£ 390.00	£ -	£ -
Sundry	£ -	£ -	£ -	£ -	£ -	£ -
<b>Total Administration:</b>	<b>£ 778.50</b>	<b>£ 1,254.01</b>	<b>£ 742.65</b>	<b>£ 841.71</b>	<b>£ 35.85</b>	<b>£ 412.30</b>
<b>Total Payments:</b>	<b>£ 27,355.65</b>	<b>£ 23,610.48</b>	<b>£ 16,136.16</b>	<b>£ 15,147.21</b>	<b>£ 11,219.49</b>	<b>£ 8,389.27</b>
<b>Net</b>	<b>-£ 4,928.17</b>	<b>£ 190.83</b>	<b>-£ 727.63</b>	<b>£ 658.81</b>	<b>-£ 4,200.54</b>	<b>-£ 393.98</b>
Cash Funds brought forward	£ 20,811.04	£ 20,620.21				
Surplus/Net	-£ 4,928.17	£ 190.83				
<b>Cash Funds Carried Forward</b>	<b>£ 15,882.87</b>	<b>£ 20,811.04</b>				

#### Statement of Assets and Liabilities July 31st 2017- July 30th 2018

##### Cash Funds:

CLLA Account	£ 12,033.87
NatWest Account	£ 3,849.00
<b>TOTAL ASSETS</b>	<b>£ 15,882.87</b>

Debtors:  
Uncashed Cheques:

**AVAILABLE ASSETS** **£ 15,882.87**

# Independent Examiner's Report to the Trustees

## Independent Examiner's Report to the Trustees

### Independent examiner's report to the trustees of the Summertown Choral Society

I report on the accounts of the Summertown Choral Society for the year ended 31 July 2018.

### Respective responsibilities of trustees and examiner

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 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 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:

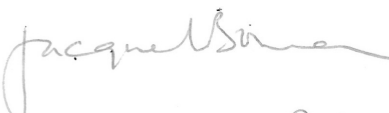
(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

(signed)

  
2B Sandfield Rd  
Healdyth  
Oxford  
OX3 7RG.

### 3. Report from the Chair

Summertown Choral Society is now in its 57<sup>th</sup> season! It has been a very steady ship: for more than 20 years, SCS has flourished under the baton of Duncan Sanderson and the accompaniment of Julian Littlewood. The membership has also been robust. We had 127 singers in Autumn 2017, 15 of whom were new. In Spring 2018, 104 members rehearsed with the choir, 2 of whom were new members. These figures are comparable to recent years. Membership is the lifeblood of the Choir; indeed, the membership *is* the Choir.

In 2017-18, SCS gave two concerts, both in St. Andrew's Church, Linton Road, Oxford. In the winter concert on 3 February, we performed Handel's epic oratorio *Israel in Egypt*. 'Handel's evocation of hailstones, pestilence frogs, insects, fire, dark clouds and violent smiting contains some of his greatest and most exciting choral writing' and thrilled our record-breaking house (333 audience members). We were delighted to have six accomplished soloists Helen Ashby (soprano), Kate Ashby (soprano), Alex Pullinger (countertenor), Daniel Norman (tenor), Brian McAlea (bass) and Daniel Tate (bass), and to be accompanied by the baroque ensemble, Instruments of Time and Truth, and Julian Littlewood on harpsichord. The beautiful programme was designed by the multi-talented Julian. Erudite programme notes were written by choir soprano Julia Wigg, and Mo Chandler was our photographer.

Our summer concert, *In Praise of Song*, was held on 19 May 2018, and as is traditional, was a somewhat smaller concert with fewer singers. It commemorated the centenary of the death of C.H.H. Parry, and in Parry's honour, we were accompanied by a string orchestra from Instruments of Time and Truth, and seven soloists, Helen Ashby (soprano) Kate Ashby (soprano), Stephen Burrows (counter-tenor), Alexander Pullinger (counter-tenor), Jack Granby (tenor), Tom Kelly (tenor), and Daniel Tate (bass). The programme included pieces by Purcell, Stanford, Parratt, and Vaughan Williams alongside our headliner, Parry. Julian Littlewood contributed three preludes by Stanford, as well as piano and organ accompaniment. Julian also designed the programme, and the programme notes were kindly written by SCS supporter John Clarke.

In 2017-18, the Committee commissioned esteemed composer Grayson Ives to arrange a suite of three Oxford folksongs. Work is underway and SCS will rehearse and premiere the work in Spring 2019.

The Choir continues to benefit from the leadership of our Music Director, Duncan Sanderson. Duncan selects a compelling repertoire, affording the membership with a musical education through singing a combination of well-known, 'big' masses and oratorios, often coupled with less-known works. Duncan pulls amazing performances from our non-auditioned choir, even on the most challenging pieces.

The Choir is delighted, as well, with the continued long association with Julian Littlewood. In addition to accompanying us in rehearsals, occasionally taking rehearsals and designing programmes, he also designs our posters and publicity material, and often performs solo pieces in concerts.

In August the Summertown Singers, an a cappella chamber choir (most of whom are members of SCS) travelled to Riga, Latvia, for five days of rehearsing, culminating in a lunchtime concert at St. Saviour's Anglican Church. Music Director Duncan Sanderson leads

the musical aspects of the summer ‘choir holiday’ and singers arrange their own travel and accommodation; there is plenty of time during the week for socialising, relaxation, and touring. Diane Benfield also contributed to the arrangements for the summer holiday.

The choir is very fortunate to benefit from the generosity of many of its members. Thanks go especially to the Committee, who volunteer their time to keep the Choir running and to ensure that concerts go smoothly. This year’s Committee includes (in alphabetical order): Gillian Beattie (Webmaster), Vreni Booth (Social Secretary), Nicky Boughton (Concert Co-ordinator), Diana Chandler (Treasurer), Debbie Hamilton (Membership Secretary), Alison Jones (Secretary), and Jackie Weaver (Front of House/Publicity) and Simon Wratten (Librarian, and also host of this year’s summer party). In addition, the Committee is grateful to Ki Smith, who has served as co-opted Treasurer since February 2018.

In addition, many members volunteer their time and effort, especially around the concert, notably Philip Booth, who handles the staging, Tom Kempton who liaises with St Andrew’s, Claire Lewis, who did yeoman’s service in set-up and clean-up for the concert, Keith Skerrett, who helps with mics, and Roger Sears on lighting. Catrin Roberts and Manda Joyce took charge of the Front of House for the summer concert, in Jackie’s absence. Marie Bridge liaises with John Fletcher, whose practice site supports many members’ homework on the Choir’s repertoire. Many volunteers also help with such tasks as setting up and dismantling the staging, working in the front-of-house, reinstating the church furniture after the concert, serving drinks during the concerts, the pre-concert rehearsals, workshops, and/or social events—and cleaning up afterwards, as well as working on the registration desk at the beginning of each term. In some cases, these volunteers are non-Choir member friends or family.

On your behalf, it is my pleasure to record our thanks to all those named in the course of this report, as well as to all members of SCS who have helped the Committee, especially at our concerts, in a variety of ways. I will step down from the role of Chair at the 2018 AGM. I have enjoyed serving in this role and I wish to thank all of you, the members of SCS, for your kind support, not only of me, but also for our choir. As I said, *you* are the Summertown Choral Society; SCS would not exist without you. Your Committee thanks you, and for my part, I am grateful for the opportunity to rehearse beside you each week!

Victoria Alexander  
Chair, Summertown Choral Society  
10 October 2018