



**ANNUAL REPORT**

**To be presented at the Annual General Meeting  
10 November 2016**

St Michael and All Angel's Church, Summertown, Oxford.

## 1. Legal and Administrative Information

<i>Registered charity number</i>	900317
<i>Principal address</i>	60 Five Mile Drive Oxford, OX2 8HW
<i>Trustees and Officers</i>	Patrick O'Meara (Chair) Diana Chandler (Treasurer) Victoria Alexander (Secretary) Gillian Beattie (Webmaster) Jane Amies (Front of House/Publicity) Clive Booth (Concert Co-ordinator) Victoria Cairns (Social Secretary) Debbie Hamilton (Membership Secretary) Gillian Morriss-Kay (Librarian)
<i>Music Director</i>	Duncan Saunderson
<i>Accompanist</i>	Julian Littlewood
<i>Governing document</i>	The Constitution of Summertown Choral Society 2013
<i>Bankers</i>	Nat West Bank, Oxford COIF Charities Deposit Fund 85 Queen Victoria Street, London EC4V 4ET
<i>Independent examiner</i>	James Rowland 108 Southfield Road, Oxford OX4 1PA

### *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**

The finances of Summertown Choral Society remain very healthy. At the end of the last financial year, we aimed to ensure that income continued to meet expenditure, without increasing the reserve too significantly, and resume normal spending towards musical endeavours. This year, membership has been good although slightly lower than last year, concerts well attended, and expenditure has been higher than our previous year, with endeavours outlined in our chair's report. Our attempt to commission a piece for SCS did not work out so well – as the musical director reports, the commission was not suitable for us and therefore we were not billed. At the time of writing this report we have not yet received our gift aid, so the amount is an estimate. [Note: gift aid was finalised on 4 November 2016, and the final figures are included in the financial statements, below.] With gift aid, our income exceeds our expenditure by around nearly £3,000, indicating that subscriptions and ticket sales are slightly over our level of expenditure, therefore adding to our already significant reserve.

Our aims this year are to continue to use our finances in the endeavour of musical excellence and availability to all. We plan at least for another year to keep subscriptions at their present level (£120 per year; £65 per term; reductions as required) – which covers 37 rehearsals per year, £3.25 per rehearsal – good value for receiving the excellent tutorage of Duncan and Julian and accompaniment of excellent musicians during our concerts. Over this year, expenditure will increase. Along with inevitable price rises, Duncan is organising a new commission for our summer concert this year. We can continue to offer reduced subscriptions as required; we are proposing to offer free membership to under-30s in order to encourage more younger singers; we can offer free drinks for at least some of our social events; we can continue to use professional orchestras and soloists, and employ additional support for our tenors. We will keep a careful eye on the finances to arrive at a net figure and reserve suitable for our choir.

I would like to thank our external examiner, James Rowland, for auditing our accounts again this year.

Diana Chandler, October 2016

**Summertown Choral Society**  
**Income and Expenditure Accounts for the period August 1st 2015 to July 31st 2016**

	Total 2015-16		Total 2014-2015		TERM 1 2016	2015- TERM 2 2015-2016		
<b>Income</b>								
Subscriptions	£	15,257.01	£	16,255.00	£	12,662.01	£	2,595.00
Concert Tickets	£	5,595.84	£	5,690.93	£	3,509.04	£	2,086.80
Gift Aid	£	3,016.77	£	3,808.71	£	-	£	-
Events and workshops	£	744.00	£	684.00	£	744.00	£	-
Donations (for rehearsal refreshments)	£	164.75	£	179.27	£	152.25	£	12.50
Concert Refreshments	£	535.00	£	521.85	£	304.00	£	231.00
Programme Sales	£	248.01	£	250.00	£	154.00	£	94.01
CD Sales and Music Hire	£	-	£	202.54	£	-	£	-
Bank Interest	£	77.48	£	40.99	£	36.81	£	40.67
Advertising	£	-	£	-	£	-	£	-
Misc.	£	-	£	60.00	£	-	£	-
Fundraising Donations	£	-	£	2,600.00	£	-	£	-
<b>Total Receipts</b>	<b>£</b>	<b>25,638.86</b>	<b>£</b>	<b>30,293.29</b>	<b>£</b>	<b>17,562.11</b>	<b>£</b>	<b>5,059.98</b>
<b>Expenditure</b>								
Rehearsal:								
Professional Fees	£	6,180.73	£	5,995.00	£	3,373.61	£	2,807.12
Hire of Hall	£	1,120.00	£	1,176.00	£	490.00	£	630.00
Music Purchase/Hire/Printing	£	1,075.00	£	446.00	£	693.75	£	381.25
<b>Total Rehearsal:</b>	<b>£</b>	<b>8,375.73</b>	<b>£</b>	<b>7,617.00</b>	<b>£</b>	<b>4,557.36</b>	<b>£</b>	<b>3,818.37</b>
Concerts:								
Soloists and Instrumentalists	£	7,766.00	£	5,135.00	£	5,906.00	£	1,860.00
Hall and Staging	£	2,019.95	£	1,270.11	£	1,163.65	£	856.30
Refreshments, Gifts for soloists	£	573.68	£	386.26	£	263.77	£	309.91
Commissioning Music	£	-	£	-	£	-	£	-
Printing for publicity	£	1,561.94	£	1,515.54	£	866.47	£	695.47
<b>Total Concert:</b>	<b>£</b>	<b>11,921.57</b>	<b>£</b>	<b>8,306.91</b>	<b>£</b>	<b>8,199.89</b>	<b>£</b>	<b>3,721.68</b>
Capital Purchases:								
Events and Workshops:								
Professional Fees	£	424.84	£	460.00	£	424.84	£	-
Hall hire and other costs	£	134.93	£	-	£	134.93	£	-
<b>Total Events and Workshops:</b>	<b>£</b>	<b>559.77</b>	<b>£</b>	<b>460.00</b>	<b>£</b>	<b>559.77</b>	<b>£</b>	<b>-</b>
Administration:								
Stationary, postage, photocopying	£	612.35	£	310.00	£	554.00	£	58.35
Additional/replacement music	£	-	£	134.55	£	-	£	-
Social	£	511.68	£	284.24	£	220.19	£	291.49
Independent Examination	£	-	£	-	£	-	£	-
Subscription: Making Music	£	385.00	£	327.16	£	385.00	£	-
Sundry/Subs Refunds	£	268.31	£	96.35	£	158.31	£	110.00
<b>Total Administration:</b>	<b>£</b>	<b>1,777.34</b>	<b>£</b>	<b>1,152.30</b>	<b>£</b>	<b>1,317.50</b>	<b>£</b>	<b>459.84</b>
<b>Total Payments:</b>	<b>£</b>	<b>22,634.41</b>	<b>£</b>	<b>17,536.21</b>	<b>£</b>	<b>14,634.52</b>	<b>£</b>	<b>7,999.89</b>
<b>Net</b>	<b>£</b>	<b>3,004.45</b>	<b>£</b>	<b>12,757.08</b>				

**Summertown Choral Society**  
**Income and Expenditure Accounts for the period August 1st 2015 to July 31st 2016**

Cash Funds brought forward	£	17,615.76	£	4,858.68
Surplus	£	3,004.45	£	12,757.08
<b>Cash Funds Carried Forward</b>	<b>£</b>	<b>20,620.21</b>	<b>£</b>	<b>17,615.76</b>

**Statement of Assets and Liabilities August 1st 2015- July 31st 2016**

Cash Funds: Note: Add Gift Aid		2015-2016		2014-2015
CLLA Account	£	14,435.41	£	12,357.93
NatWest Account	£	3,168.03	£	5,257.83
<b>TOTAL ASSETS</b>	<b>£</b>	<b>17,603.44</b>	<b>£</b>	<b>17,615.76</b>
Debtor - Gift Aid (Estimate)	£	3,016.77		
Uncashed Cheques	£	-		
<b>AVAILABLE ASSETS</b>	<b>£</b>	<b>20,620.21</b>	<b>£</b>	<b>17,615.76</b>

# 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 2016.

### 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 144(2) of the Charities Act 2011 (amended 2015) and that an independent examination is needed.

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 2011 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 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.

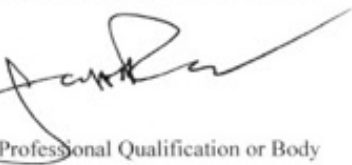
(signed)

Name

Relevant Professional Qualification or Body

Address

Date

  
108, Southfields Rd, Oxford  
29/10/16

### 3. Report from the Chair

Summertown Choral Society has continued to attract new members in its fifty-fifth season. In Autumn 2015, 131 members signed up for the first term, 10 of whom were new. In Spring 2016 the choir stood at 118 for the second term, 6 of whom were new members. This represents a core of approximately 115 long-standing members joined by a goodly number of new singers. It makes for a healthy pattern of renewal and regeneration for the choir, and one which your committee is rightly concerned to promote year on year.

The winter concert on 30<sup>th</sup> January, given at St Andrew's, Linton Rd. (where our staging is now stored), opened with Monteverdi's 'Nisi Dominus' from his *Vespro della Beata Vergine* (1610) and was followed by Carissimi's 'Plorate filii Israel' from his 1650 oratorio, *Historia di Jephte*. The concert's major work was J.S. Bach's *Christmas Oratorio*, parts 1-3. Our performance was embellished by the voices of five young soloists, Louise Wayman, Alexander Chance, Tom Kelly, Michael Hickman, and Tom Lowen, and by the Oxford-based period-instrument ensemble, Instruments of Time and Truth, led by Dan Edgar. These combined forces achieved perfect harmony thanks to the inspirational direction of our Music Director, Duncan Saunderson, supported over many months' rehearsals by our wonderful accompanist, Julian Littlewood. The programme, beautifully designed by Julian, was furnished with an excellent set of programme notes by choir soprano Julia Wigg. Our performance of the Bach was so greatly enjoyed by choir, soloists, instrumentalists and audience alike, that it surprised nobody when Duncan suggested we perform parts 4-6 a year later!

Our summer concert, held in St Andrew's Church, Linton Rd. on 4th June, featured a performance of 'Spring' and 'Summer' from Haydn's *The Seasons*, complemented by Dvorak: *Songs of Nature*, Bartok: *Four Slovak Folk Songs*, and Arensky: *Praise the Lord in Heaven*. Our voices were joined by those of three soloists, Louise Wayman, Benjamin Durrant and Brian McAlea, with Julian Littlewood on piano. The highly informative programme notes were kindly produced by one of the choir's basses, Andrew Crispus-Jones. In addition, another choir member, Valerie Worth, wrote a splendid account of SCS's development since 1961 to mark our 55<sup>th</sup> season, while whetting the appetite of audience members for our future concerts. As it appeared without attribution, it is my pleasure to acknowledge its modest author's valued contribution here. Julian designed a suitably seasonal cover for our programme. He also designs our lovely posters and publicity material, as well as conducting rehearsals in the MD's absence, making his overall contribution to SCS as invaluable as it is indispensable.

There were also singing opportunities outside the normal cycle of rehearsals and concerts. About 50 members of the choir enjoyed the very useful workshop ran this year by Nick Clapton on 16th January at St Andrew's, Linton Rd. The feedback suggested, however, that more of the afternoon's session could have more profitably been spent actually singing, especially from our current repertoire. A point to be taken on board for future workshops! The Summertown Singers, a chamber choir formed by those who had been on previous choir holidays together (all arranged and led by Duncan) with others enjoying their first, in August headed to Aurignac, France for a week's intensive singing under Duncan's baton, as well as some enjoyable cultural and gastronomic tourism and considerable relaxation. The week culminated in a concert before a suitably appreciative audience in the Eglise de St. Pierre aux Liens.

The choir has been very fortunate in the many contributions made to its welfare by so many of its members. Indeed, it simply could not function without them. Most importantly, the combined efforts of committee and choir members made to publicise our two concerts ensured (almost) full houses. Special mention should be made of the admirable work of our treasurer, Diana Chandler. As can be seen from the financial section of this Annual Report, her prudent stewardship of the choir's accounts, combined with the resourceful strategic planning she has brought to the committee's meetings, have ensured a continuing and sustained improvement in the financial position of SCS. Grateful thanks are due also for the huge amount of work done behind the scenes by our Concert Manager, Clive Booth. This year, Clive succeeded in negotiating a new home for our staging in St Andrew's, after we learned at short notice that its storage in the north-west corner of St. Michael's was no longer tenable. On behalf of SCS I'd like to thank him for all his heroic efforts during his term of office which comes to an end at the AGM. Clive has, of course, received considerable help from many choir members, but I know he would particularly want me to thank Philip Booth and Tom Kempton for their management of the staging and lighting respectively at both concerts. Equally, we should thank those other members of the committee who will also be standing down: librarian Gillian Morriss-Kay, communications officer Jane Amies, and social secretary Vickie Cairns. And also those who will be continuing to work for us as committee members: Gillian Beattie (webmaster), Debbie Hamilton (membership secretary), and Victoria Alexander, whose work as secretary has been greatly appreciated by her colleagues on the committee. I shall also be leaving the committee after a three-year stint as its chairman. It has been a great privilege, as well as a rewarding and enjoyable experience, and I have been fortunate indeed in having such a dependable and committed team to engage with.

Finally, our grateful thanks go to Diane Benfield for hosting the choir's summer party this year. It was a very special occasion at which we marked Duncan's twentieth year as Music Director with speeches, toasts (to the next 20 years), songs, and the presentation of a case of wine containing bottles chosen to remind him of the European destinations enjoyed on his watch by the Summertown Singers. On your behalf it is my pleasure, and my final act as chairman, to record our thanks to all those mentioned in the course of this report, and in addition to all members of the SCS who have helped the committee, especially at our concerts, in a variety of ways. As I leave to spend Michaelmas Term in Cambridge, you are voting to determine our future rehearsal venue. By the time you receive this Annual Report the result of the ballot will be known. Whatever it is, let me conclude by acknowledging the commitment of all you unsung heroes who regularly attend our weekly rehearsals to make ours a very special choir, and by thanking you for braving the vicissitudes of the British climate to ensure another successful and fruitful season in the 55-year life of Summertown Choral Society.

Patrick O'Meara

1<sup>st</sup> October 2016