



**ANNUAL REPORT**

**To be presented at the Annual General Meeting  
18 November 2021**

**8pm**

St Michael and All Angels Church, Lonsdale Road, Summertown, Oxford OX2 7ES

# 1. Legal and Administrative Information

<i>Registered charity number</i>	900317
<i>Principal address</i>	1 Acre End Close Eynsham Witney OX29 4AB
<i>Trustees and Officers</i>	Philip Booth (Chair) Alison Jones (Secretary) Kirsten Smith (Treasurer) Jackie Weaver (Membership Secretary) Nicky Boughton (Concert Manager) Vreni Booth (Social Secretary) Simon Wratten (Librarian) Jean-Louis Metzger (Webmaster) Marie Bridge (Front of House/Publicity)
<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

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

The objects 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. Treasurer's report

In the previous financial year, we had actually increased our healthy reserves due to the successful concert of the Bach and the absence of the usually loss-making summer concert. And a good thing too! Little did we imagine we would spend another whole year without meeting and singing together. The priority this past year has been to keep the choir going remotely, and this has been possible thanks to the Herculean efforts of our chair, the determination of the members to conquer the mysteries of Zoom and the very subsidised costs to the members for the reduced experience which the healthy bank account allowed.

The low membership fee introduced for the summer term was extended and that, together with the complimentary copies of the Brahms, kept numbers ticking over. The membership fees generated a total of £6,750, including Gift Aid, and went a long way to continuing the payment of Duncan and Julian throughout the Zoom sessions. We are particularly grateful to those members who paid their subscriptions without attending Zoom sessions but who wished to support the choir. No losses were made on concerts, and venue hire was minimal, being only 4 sessions in each term. The only major expense was on microphones and the paraphernalia associated with the Zoom recordings and broadcasts.

We made a saving by changing from the support group Making Music to the National Association of Choirs, for the provision of insurance particularly, although the NAC are not very forthcoming in their support on other matters!

Looking for the first time, certainly in my experience as Treasurer, at an overall loss, we made a decision as a committee to raise the membership fees slightly for 2021-2022, to partially recoup the loss of nearly £3,500, and the rise appears not to have affected the numbers.

The accounts have been significantly less arduous to prepare this year but even with that in mind, I am hoping for a harder task this time next year!

Thanks are due to our Independent Examiner, Jacqueline Bowman, for again auditing our accounts this year, again a less arduous task.

Kirsten Smith  
October 2021

**SUMMERTOWN CHORAL SOCIETY  
ANNUAL ACCOUNTS 2020-2021**

	2020-21 TERM 1	2019-2020 TERM 1	2020-2021 TERM 2	2019-2020 TERM 2	2020-2021 TOTALS	2019-2020 TOTALS
<b>Receipts</b>						
Subscriptions	£3,140.00	£12,890.00	£2,490.00	£3,170.00	£5,630.00	£16,060.00
Concert Tickets		£4,287.69				£4,287.69
Gift Aid			£1,123.85	£3,106.82	£1,123.85	£3,106.82
Concert Refreshments		£369.00				£369.00
Programme sales		£220.00				£220.00
Bank Interest	£2.43	£47.34	£0.72	£19.36	£3.15	£66.70
Misc	£2.14	£50.00			£2.14	£50.00
<b>Total Receipts</b>	<b>£3,144.57</b>	<b>£17,864.03</b>	<b>£3,614.57</b>	<b>£6,296.18</b>	<b>£6,759.14</b>	<b>£24,160.21</b>

**Payments**

*Rehearsal:*

Professional fees	£3,624.00	£4,208.25	£3,542.50	£3,223.64	£7,166.50	£7,431.89
Hall hire	£140.00	£665.00	£140.00	£490.00	£280.00	£1,155.00
Music hire/purchase	£880.33	£402.46		£708.45	£880.33	£1,110.91
<b>Total rehearsal:</b>	<b>£4,644.33</b>	<b>£5,275.71</b>	<b>£3,682.50</b>	<b>£4,422.09</b>	<b>£8,326.83</b>	<b>£9,697.80</b>

*Concerts:*

Solos/Musicians		£7,577.05				£7,577.05
Hall/staging		£943.66				£943.66
Refreshments/gifts		£374.70				£374.70
Printing/publicity		£928.36				£928.36
<b>Total concert:</b>		<b>£9,823.77</b>				<b>£9,823.77</b>

Capital Purchases: £1,146.30

£1,146.30

**Total Capital**

**Purchases** **£1,146.30**

**£1,146.30**

*Administration:*

Stationary etc		£20.00				£20.00
Social		£205.03		£107.86		£312.89
NAC subs	£25.00				£25.00	
Making Music subs		£407.00				£407.00
Insurance	£137.35				£137.35	
John Fletcher	£227.73	£220.00			£227.73	£220.00
Sundry,web	£239.01	£612.76	£130.00	£200.00	£369.01	£812.76
<b>Total administration:</b>	<b>£629.09</b>	<b>£1,464.79</b>	<b>£130.00</b>	<b>£307.86</b>	<b>£759.09</b>	<b>£1,772.65</b>

**TOTAL PAYMENTS:** **£6,419.72**    **£16,564.27**    **£3,812.50**    **£4,729.95**    **£10,232.22**    **£21,294.22**

**NET SURPLUS/LOSS**

	Term 1, 20/21	Term 1, 19/20	Term2, 20/21	Term 2, 19/20	Total 2020/21	Total 2019/20
	<b>-£3,275.15</b>	<b>£1,299.76</b>	<b>-£197.93</b>	<b>£1,566.23</b>	<b>-£3,473.08</b>	<b>£2,865.99</b>

Cash Funds brought forward from 2019/20

£19,523.56

Loss 2020/21

**-£3,473.08**

Cash funds brought forward July 2021

**£16,050.48**

**STATEMENT OF ASSETS AND LIABILITIES JULY 31st 2020 - JULY 30th 2021**

<b>Cash Funds</b>	<b>2020-21</b>	<b>2019-20</b>
CCLA Account	£13,194.70	£13,191.55
NatWest Account	£2,700.78	£6,177.01
Cash	£155.00	£155.00
<b>Total Assets</b>	<b>£16,050.48</b>	<b>£19,523.56</b>
<b>Available Assets</b>	<b>£16,050.48</b>	<b>£19,523.56</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 2021

#### **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**

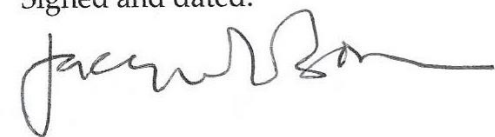
In connection with my examination, no matter has come to my attention:

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 and dated:



18.10.2021

### 3. Report from the Chair

The Zoom rehearsals we started up in March 2020 continued throughout the whole of the 2020-21 season. Mainly this involved Duncan and Julian on their own in Sally Prime's music studio in North Hinksey. But there were also two spells back at St Michael's where a quartet of singers could join them. We are very grateful to the singers in question, but, it should be added, they had the pleasure of singing together ahead of everyone else. We are very grateful to Sally not only for hosting us in North Hinksey, but also for handling the technical side of things for the spells at St Michael's. Overall the rehearsals passed off smoothly, with only one or two temporary losses of transmission from St Michael's and one complete outage at North Hinksey when we overloaded the circuits trying to keep Julian warm.

For the winter term we added some more 'Brahms-friendly' pieces to Brahms' *Requiem*: the first movement of Bach's *Wachet Auf*, part of Reger's *Ach, Herr, strafe mich nicht*, and Clara Schumann *Abendfeier in Venedig*. We ended the term singing as much of the Brahms as was possible in one rehearsal.

For the summer term we decided to revert to more familiar music, in order to make the task of singing alone at home easier. We achieved this by asking members to list their top 10 favourite pieces over the past 25 years of music that the choir has performed – that is, under Duncan's direction (of which more later). This produced a top 20 (which you can find on the website on the [Next Rehearsal](#) page), which we sang our way through. Duncan chose two pieces himself: *Sicut erat in principio* from the *Magnificat* of the Monteverdi *Vespers*, and Purcell *I was glad*; and Julian chose the *Kyrie* from Mozart's *C Minor Mass*. The format seemed to work reasonably well, even if numbers were, as in the previous term, only about half our live attendances. What it did mean was that we could keep the spirit of the choir alive in some form. Apart from the work of the committee in this, we do owe considerable thanks to Duncan's resilience and willingness to take anything on. The same is true of Julian's tenaciousness in accompanying, often in very low temperatures!

But it is clear too that by Autumn we – like everyone else in every other walk of life – were tiring of the constrictions, so that it was a great relief to meet in person at the beginning of this term on 9 September. The turnout has been excellent and the pleasure of singing – and such a great piece – has been palpable. The prospect of performing with a superb orchestra and excellent soloists in February is a great motivation for us all. We have our fingers crossed, of course!

[The Summertown Singers](#) too have been back in action: in their outdoor 'staycation', devised by Duncan, and involving 40 singers. Having rehearsed for several days outside the church, it performed the usual mix of early religious music and part songs to an audience of about 30 people there on Sunday 15 August ([see the photos and report](#)). Their concert acted, in a way, as a curtain-raiser for the whole choir's term and a useful test of people's willingness to sing together at this stage of the pandemic. The visit to Porto, first planned for 2020, has been rescheduled now for [16-21 August 2022](#). Keep an eye open for further details in the year ahead.

I reported last year on the improvements we have made to [the website](#). I am pleased to say that our webmaster, Jean-Louis Metzger, and I have kept it up-to-date throughout the year, so that the members can regard it as a reliable source of information about the choir's activities. The work

involved in keeping it in this state is considerably less than the work involved in answering individual queries about dates, events etc. But we will continue to communicate with members through the 'weekly' email whenever there is something more than just the details of the next rehearsal or of a concert to pass on.

I mentioned heating in the Church in last year's report. St Michael's financial situation has, of course, suffered with Covid, so unfortunately it has not been possible for them to make progress. But it is not a forgotten issue and we will be asking St Michael's what priority they are able to give it now that we are back singing inside. We have been fortunate to have had a relatively warm start to this term so that the temperature inside has been bearable, but we will probably need to keep the doors open during the rehearsal, as an anti-Covid measure, for some time to come.

I want to thank the whole of the committee for its work this year. It is clear that this has been appreciated by the choir. But in particular I want to register the choir's enormous thanks to five of the committee who are standing down at this AGM. They are Alison Jones, our Secretary, Jackie Weaver, our Membership Secretary, Nicky Boughton, our Concert Manager, Marie Bridge, our Publicity Coordinator, and Vreni Booth, our Social Secretary. In almost all cases, they have been on the Committee for the maximum five years allowed by [our constitution](#). Speaking for myself, they have been a pleasure to work with, always cheerful and efficient, and will be very much missed.

Finally, as mentioned earlier, you should be alerted to the fact that this is Duncan's 25<sup>th</sup> year as Musical Director of the choir. You might like to take a look, on our [Concert History page](#), at everything he has conducted us in since his first concert, in this church, in January 1997. The new committee will be working on a suitable way of marking this anniversary.

Philip Booth  
Chair