

EXETER CHILDRENS ORCHESTRA



Registered Charity Number – 801384

Financial Accounts for the
Year Ending 31 July 2020



**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups

Chair's Report

Legal and Administrative Details

Status

Exeter Children's Orchestra is a charity registered with the Charity Commission for England and Wales: Registered number: 801384. It includes the Exeter Youth Orchestra which is a smaller chamber orchestra made up of invited members of the children's orchestra. During the year the Exeter Junior Orchestra was also started to prepare younger children to be ready to join the main orchestra.

Objects of the Charity

To promote, develop and maintain public education in and the appreciation of the art and science of music in all its aspects, by the presentation of public concerts and recitals and by such other ways as the Orchestra, through its Committee, shall determine from time to time.

Governing Document

Constitution of the Exeter Children's Orchestra

Names of Trustees that served during the year

Current

Sarah Dunster-Ashworth Chair Person from Jan 2019 (Sep 2018)

Steve Calladine Treasurer (May 2017)

Alan Brown Secretary (Apr 2017)

Jacky Bird (Dec 2015)

Tim Hooper DBS (Oct 2018)

Bob Tubbs (Oct 2018)

Co-opted members

Erika Smith (Apr 2019)

Ralph Spargo (Apr 2019)

Corrina Tigg (Apr 2019)

Dama Dal Din (Feb 2019)

Resigned

Musical Director

Robert Willis

Appointed 05 September 2015

Principal address Duncaig Gorway Teignmouth TQ14 8PX	Bankers Lloyds TSB 234 High Street Exeter EX4
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Musical Director's review

A much shorter report from me this year but none the less still a very busy year for both Sarah and myself.

Firstly, the biggest and hugest thanks must go to Sarah. She's taken on the monitoring of government guidelines - comparing it to advice from other music societies to ensure that we were not only able to meet but to do so in as COVID safe a manner as possible. I know she came into some flack in the process of doing this but without her efforts I do not believe we could have met this year. Thank you, Sarah. I think you may have had the toughest time for a chairman for quite a few years.

Our Christmas Concerts with both EYO and ECO were a huge success – I have a couple of crates of candles at home so we can do it again. The Youth Orchestra were also impressed with being able to perform using my music stand lights. I shall source another dozen or so for my collection, so we have sufficient numbers.

EYOs performance at Teignmouth in March also went down well with the audience singing along at one point. Teignmouth is often the main showcase event for EYO each year and so we try to make it as impressive as possible. Traditionally something disastrous happens in the concert (usually to me) but I forget what it was this time with all that follows.

Coronavirus (interestingly this passes my spell-check) took its toll on us and we were unable to meet. Sarah and I worked out a plan to release videos of me conducting to a backing track for the children to perform against and send in the recordings. A huge thank-you to Grace Dunster-Ashworth for taking over the editing of the videos from me. She has a lot more patience than I do and produced 3 great video collages. Thank you to all those who took part. To all who didn't... you were missed.

Last year we had also been approached by Exeter Festival to play as an overture to their open-air screening of *The Lion King* and I managed to get hold of a full orchestra medley from Japan. This music is now on ice until next year.

In September we resumed ECO using Zoom meetings. I introduced new music, played samples and even persuaded a soloist – Jacob – to perform a truly beautiful flute piece. Well done, Jacob.

Thanks to Sarah's efforts we were finally able to meet albeit for a few weeks at Woodwater Academy. We were made very welcome and were even provided cupboard space allowing me to start shifting percussion from St Leonard's school.

Despite the introduction of lockdown 2.0 I hope that we can meet to do our day's workshop and recording of the Christmas concert but if we cannot well, again, Sarah and I have a cunning plan. We are asking the children once again to record themselves playing the Christmas music against backing tracks and Saint Grace will again mix the videos for us. We need to get *something* out there and if this is the only way then so be it.

As we enter 2021 we shall be celebrating the Orchestra's 50th anniversary a year late and I look forward to giving out some big pieces to rehearse. EYO have asked for *March Slave* and I shall be offering ECO the possibility of *Phantom of the Opera* or *La La land*. It all depends on what players we have. I am desperate for a couple of trombonists.

I also need to select the music for Germany after Christmas and will be looking at the list of who is going and trying to find music that fits the playing abilities. Lots to do. Busy busy busy.

Finally, my thanks to the rest of the committee for all their hard work and to our tutors: Laura, Helen, Patrick, Chris and Catherine. As Sarah has said Catherine is off to join the Royal Marines Band Service – good luck Catherine. And the wonderful Laura Morris is reducing her tutoring time in a job-share with Ruth Toze. Welcome Ruth.

Robert Willis

Chair's Report

This year has been a mix of ups and downs but throughout the children have been outstanding. The committee, parents, family and friends are extremely proud of the children through what has been an unprecedented year. We have received many compliments and positive feedback from venues, guests and audiences and have been asked back to perform at all the venues we have visited.

We started the year practicing hard to get our audition recording ready to send off to Disneyland Paris. Unfortunately, after we sent it all off Disneyland informed us they had already booked out the date we wanted so although we were going to Disney on the Germany tour we would not be performing. This was all due to change as the tour got postponed a year. Disneyland then listened to the recording and within 24 hours had replied giving us the date we wanted and stating *"Nice varied repertoire choice that will appeal to a Disney audience. A great audition. The pieces were well rehearsed. Good musicianship throughout and there was a nice quality to your work."* This was the boost we needed to hear whilst we were not able to get together to rehearse as normal.

We ended 2019 full of Christmas Fun, learning new pieces for the Christmas Concert and fundraising with our Christmas raffle bringing in lots of new and exciting prizes including Exeter Chief tickets, Let's Rock tickets, Spa breaks, Art courses, trips out to local attractions and all the usual chocolates and bottles to name a few. This ended with 2 Christmas by Candlelight concerts for EYO and a big ECO concert, all the concerts were a huge success as always and the children should be extremely proud of themselves. Little did we know what was around the corner for everyone.

As we rehearsed for our Spring concert there was news on the other side of the World of a new virus that was devastating an area in China, we followed all the guidelines from the government and continued on as normal. The EYO performed brilliantly in the Teignmouth music festival as they do every year but this was the last concert that we were to play this year as the week before we were due to play our Spring Concert the country went into Lockdown and we all stayed in to save the NHS.

During this time, the committee and Rob continued to work hard behind the scenes doing all we could to keep the ECO running ready for when we could get back together again. In the meantime, we set up a virtual orchestra with many of the members recording themselves playing some of our favourite pieces, Exeter City March, Avengers, Farandole and Juniors playing "Staying Together" and a collage was put together and posted on social media.

We postponed the tour to Bad Homburg, Germany until October 2021 and have still got a few places left for those that would like to join us. This is an exciting opportunity to share music and cultures, but it is a big undertaking by our committee, and we will rely on support from parents to make this happen. If you would like to help with the organisation and planning for the tour, please let any of the committee know.

The month of May and we are all still in lockdown to some extent but ECO gets some fantastic news, we are awarded £10,000 from the Exeter Chiefs Foundation to purchase a stretch tent for outside concerts and some instruments that we can lend out to members new and old so that more children can learn to play music and join the orchestra.

August saw Steve Mansfield, Dad to 2 of our members, get on his Grandad's old police bike and raise money for FORCE and ECO. It was great to see people pulling together in this weird time and ensure that the orchestra can continue for children from Exeter and the surrounding areas.

September came along and with schools going back we looked into finding ourselves a new venue to rehearse with our old venue not allowing bookings due to COVID. We were lucky enough to be offered a school hall by a parent who is the headteacher there and so the EYO started back rehearsing. Socially distancing, masks and moisture guards on their instruments it was all a little nerve wracking and an anxious time for the committee to be taking such a big step bringing children together at this time but the children all took it in their stride and there was nothing but positivity from them about being back and playing music together again. We even started to consider a Christmas Concert.....to be continued!

Exeter Children's Orchestra - Financial Accounts Year Ending 31 July 2020

We have had a few new members join us even though we were in lockdown but as always, we have had to say goodbye to some of our older members who have moved on to pastures new. We hope that they will remember the orchestra with fond memories as many of our past members do. It is such a unique experience and I hope that many of them will in time come back with their own children.

However, with the moving on of older members we are constantly looking to attract new members and it is more important than ever at the moment with lots of restrictions in place where children are not getting the opportunities to play music. Being part of an orchestra allows children to develop their musical ability and confidence whilst being part of a safe environment where everyone is there to enjoy playing a variety of musical genres within a group. We will continue to welcome and support every musician that comes and tries out the orchestra. We need the continuing support of parents, families and friends, and of course our children more than ever now, so please continue to share on Facebook, Twitter, Instagram etc about the ECO and spread the word about our virtual Christmas Concert that will be coming later this year.

I'd like to take the opportunity to thank all our amazing tutors, past and present, you all do a fantastic job. It was sad to see Catherine leave at the end of the Summer term especially as we didn't get to say our goodbyes in person, we are extremely appreciative of all that she did in this short period of time and look forward to seeing her playing in the military band. Once we are back playing in sectionals, we will welcome Tom who upon Catherine's recommendation will be joining us in the brass section. Also, we would like to welcome Ruth who will be job sharing the woodwind section along with Laura. After having her little boy and with other commitments Laura decided that she needs to share this role. Laura has been with the orchestra for 33 years and as such is a valuable member that we certainly couldn't do without, she has a wealth of knowledge about both the orchestra and woodwind instruments and it is a privilege to have her.

As I'm sure you are aware, all committee members are volunteers, many with full time jobs and all with busy families. Without the committee the orchestra would not run. So, I would like to thank all the members for their hard work and commitment. It is with immense sadness that Alan Brown and Steve Calladine have resigned from the committee this year, we wish you well. The work that they have been doing has been such a great asset to the ECO and we will miss them extremely. I would also like to thank Nick Jackson for all his hard work on the accounts, Nick has been with the orchestra for over 12 years and we wish him well.

As ever we do require additional members on the committee. If you and your child are enjoying the Orchestra and you believe that it is important in our community, we would ask if you could seriously consider joining the committee. If we have more members, then there will be less work for each of us! We generally have 2-3 committee meetings a term, email communications to consider and generally work with other committee members to organise concerts. As a Committee, we care about the Orchestra, its future and the experience your child is receiving. I hope that some of you consider joining us.

If, however you don't feel you can commit to the committee but are willing to volunteer in other ways, we do need parents to take on fundraising activities including the Christmas raffle. We need parents to continue to support a bigger fundraising effort without which we cannot continue to run the orchestra.

There is one person we couldn't do without and that is Rob, and I'd like to take this opportunity to thank him for all the incredible work and leadership he gives to the orchestra. As many of you will know, Rob puts in a great deal of his own time - transposing music, purchasing new music, and writing parts so that the orchestra gets to play the music that they request. He ensures that there is a varied genre of music whilst taking into account the requests made. I'm sure you will all agree that the passion and commitment Rob shows is incredible. It is unfortunate that we haven't been able to celebrate the orchestras 50th Anniversary and Robs 30th year with the orchestra however we will endeavour to celebrate fully once we are able to all be together again!

Lastly, I would like to congratulate our musicians. Your commitment to the orchestra throughout this unprecedented time is something to be exceptionally proud of. I'm certain that I can say on behalf of everyone who hears you play, that you make us proud and honoured, you bring tears to our eyes and I thank you for all the hard work you put in.

Sarah Dunster-Ashworth

Financial review

2019/20 has been difficult year for everyone. Not surprisingly with membership subscriptions being very much reduced and a lack of concerts since last Christmas, our income has been very low.

We have managed to reduce our outgoings since March. There has been no rent to pay and our payments to tutors has also been much reduced. Despite this cutting back, not surprisingly, we made a 'trading deficit' over the last 12 months. But we have kept it to a modest amount. The figures in this report reflect a massive surplus, but all of this is the funds collected and set aside for our Germany trip and the as yet unspent but allocated donation from Exeter Chiefs

Some years ago, the committee at that time had the foresight to write into the orchestra's constitution that there should always be a reserve fund of £10,000 to cope with unforeseen circumstances. Even more of a testament is the fact that our predecessors managed to achieve this. We do have reserves that exceed this figure, that will ensure our survival should the current pandemic continue for some time.

The financial highlight this year has to be the receiving of a significant grant from the Exeter Chiefs Rugby Foundation. A donation of this size affirms our status as a significant contributor to the arts and education in the Exeter area. This money is ring-fenced for spending on specified items, and this will help us achieve our next growth phase, allowing us play more outdoor venues and to better support the playing of some of those rarer but wonderful orchestral instruments such as the tuba and trombone.

Steve Calladine

Reserves Statement

The Exeter Children's Orchestra has built up a substantial level of reserves. Currently the unrestricted funds, which can be spent on any purpose, stand at £12,554. This is a reduction from the previous year as the Covid-19 restrictions came into force in March 2020 reducing membership subscriptions and concert income. The policy of holding reserves will now be put to the test over the coming year as restrictions remain in place. The funds should be enough to see the Orchestra through but could fall below the £10,000 target.

The Committee has designated £250 into a hardship fund to support any children whose families cannot afford to pay the annual subscription. £20 of the fund was used in the year and the fund stood at £230 at the year end.

There is a policy of holding restricted funds established from time to time from appeals. Timpani fund will be used to maintain the Timpani drums as needed and £36 was spent in the year bringing the fund total down to £634.

A very generous donation from Exeter Chiefs of £10,000 was received in the year to be used to purchase a large gazebo for outside performances and rare instruments such as trombone and bass clarinet.

Restricted funds are also raised when the orchestra goes on tour and receives visiting orchestras, choirs or other musical groups. It was planned to visit Germany during 2020 and money was collected from those due to travel. The trip has had to be delayed to 2021 due to the Covid-19 restrictions. Whilst there has been an outlay on bookings the fund for the trip stands at £14,226. The supporting fund for overseas trips stands at £4,015.

Finally, £609 remains in the Bournemouth Symphony Orchestra Fund to pay for visiting tutors from the BSO to the orchestra.

Signature and Declaration

I declare, in my capacity of Charity Trustee, that:

- The Trustees have approved the report above, together with the Accounts set out on pages; 8 - 12
and
- Have authorised me to sign on their behalf



Sarah Dunster-Ashworth, Chairperson of the Committee

Date: 14/11/2020

INDEPENDENT EXAMINER'S REPORT
to the Trustees of Exeter Children's Orchestra.

I report on the accounts of the Exeter Children's Orchestra for the year ended 31 July 2020 which are set out on pages 8 to 12.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 the 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.

Impact of Covid-19 on the examination

The national restrictions in place to prevent the spread of COVID-19 have restricted my access to the underlying records of the charity i.e. invoices, bills etc. and I have not been able to count the floats. However, I have compared the recorded transactions with the cash records and bank statements which I have been able to access digitally online in a secure way.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signature:

Date: 14/11/2020



Name: Nicholas Jackson

Relevant professional qualification or body (if any): ACA member of ICAEW

Address: 9 Phillipps Avenue, Exmouth Devon, EX8 3HY

RECEIPTS AND PAYMENTS ACCOUNTS YEAR ENDING 31 JULY 2020

			31/07/2020	31/07/2019
INCOMING RECEIPTS	UNRESTRICTED	RESTRICTED	TOTAL	TOTAL
Donations & other similar receipts				
Membership subscriptions	5,948		5,948	9,886
General donations/gift aid	3,330		3,330	1,134
Germany Trip		500	500	0
Exeter Chiefs Foundation		10,000	10,000	0
Bournemouth Symphony Orchestra	0		0	1,000
Advertising /Sponsorship	-		0	0
	9,278	10,500	19,778	12,020
Receipts from charitable activities & F/raising				
Concerts	2,115		2,115	7,305
Pancake Sale	94		94	-
Germany Trip (2020 now 2021)		26,374	26,374	0
Sale of merchandise	6		6	0
Tuckshop Sales	644		644	957
	2,859	26,374	29,233	8,262
Interest receivable	9		9	7
Total receipts	12,146	36,874	49,020	20,289
OUTGOING PAYMENTS				
Payments for charitable activities & fundraising				
Concerts	(630)		(630)	(4,788)
Germany Trip (2020 now 2021)		(13,360)	(13,360)	0
Rehearsals - Rent (including storage) and Honorariums	(10,499)		(10,499)	(10,826)
BSO			-	(1,000)
Music purchases/repairs	-		0	
Instrument purchases		0	0	(274)
Timpani purchase		(36)	(36)	
Tuckshop purchases	(738)		(738)	(908)
Purchase of merchandise	0		0	(203)
	(11,866)	(13,397)	(25,263)	(17,999)
Support costs				
Publicity	(720)		(720)	0
Insurance and performing rights	(758)		(758)	(559)
Administration	(436)		(436)	(2,099)
	(1,914)		(1,914)	(2,658)
Total payments	(13,781)	(13,397)	(27,177)	(20,657)
TOTAL RECEIPTS LESS PAYMENTS	(1,635)	23,477	21,843	(368)

Exeter Children's Orchestra - Financial Accounts Year Ending 31 July 2020

	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>31-Jul-20</u>	<u>31-Jul-19</u>
CASH BALANCES AS AT 31 JULY 2020				
Current account	6,425	1,828	14,262	5,428
Savings account	0	27,655	27,655	14,647
Float	100		100	100
Tuckshop Float	20		20	20
Total cash holdings	12,554	29,484	42,037	20,195

	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>31-Jul-19</u>	<u>31-Jul-18</u>
CASH BALANCES AS AT 31 JULY 2019				
Current account	5,428		5,428	5,732
Savings account	8,640	6,006	14,647	14,640
Float	100		100	50
Tuckshop Float	20		20	142
Total cash holdings	14,188	6,006	20,195	20,563

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 JULY 2020

	<u>31-Jul-20</u>	<u>31-Jul-19</u>
Cash Reserves		
Unrestricted Funds	12,324	13,938
Designated Hardship Fund	230	250
Restricted Funds		
Exeter Chiefs Fund	10,000	-
Overseas visit fund	4,015	4,015
Germany Trip 2020 (now 2021)	14,226	712
Bournemouth Symphony Orchestra Tutors	609	609
Timpani	634	670
Total Restricted reserves	29,484	6,006
Total Cash Reserves	42,037	20,195
Other assets		
Sheet music (insured value)	5,000	5,000
Musical instruments (insured value)	12,000	12,000
Instrument storage	677	677
Banners	264	264
Merchandise stocks	300	300
Trailer	2,300	2,300
	20,541	20,541
Liabilities	0	0

Exeter Children's Orchestra - Financial Accounts Year Ending 31 July 2020

Merchandise consists of mugs, pens, hooded tops, water bottles and other such items.

The statement of assets and liabilities is not a statutory note and does not constitute a balance sheet. It is included to provide an understanding of the items of value which the orchestra owns, is entitled to or owes to other parties.

NOTES TO THE ACCOUNTS

Restricted Funds	Restricted Funds at 31 July 2019	Receipts	Payments	Transfers between funds	Restricted Funds at 31 July 2020
Exeter Chiefs Fund	0	10,000	-	-	10,000
Overseas visit funds	4,015	-	-	-	4,015
Germany Trip 2020 (now 2021)	712	26,874	(13,360)	-	14,226
Bournemouth Symphony Orchestra	609	-	-	-	609
Timpani Fund	670	-	(36)	-	634
	6,006	36,874	(13,397)	-	29,484

All restricted reserve balances were held in a deposit account with Lloyds TSB paying an interest rate of 0.05%.

Purpose of Funds

Exeter Chiefs Fund - Half will be used to purchase a nearly new stretch tent (Massive display gazebo) that can be used to cover the orchestra for outside performances. This has to have a Chiefs logo added. The other half is to purchase some rare instruments (trombone and bass clarinet) and lessons for the first 12 months. This has to have a Chiefs logo added. The other half is to purchase some rare instruments (trombone and bass clarinet) and lessons for the first 12 months.

Overseas visit fund - to support visiting performing groups and orchestra trips abroad. The Germany Trip fund constitutes donations and payments from members to travel to Germany in 2020 now delayed to 2021 because of COVID-19 restrictions.

BSO funds are raised to finance members of the BSO coming to tutor and play with the orchestra from time to time.

Timpani fund -The Big Bang Appeal raised money to finance the purchase of 5 new timpani drums. The use of the residual amount in the fund will be applied to sundry purchases of supporting percussion instruments and to maintain the drums.

NOTES TO THE ACCOUNTS

Designated Funds	at 31 July 2019	Receipts	Payments	Transfer between funds	at 31 July 20
Hardship Fund	250	-	(20)		230

Designated funds are funds set aside by a decision of the Committee of Trustees for a specific purpose. The decision can be reversed by the Committee at which point the funds will go back into the general unrestricted funds for any purpose.

The Hardship fund is available to be applied to support members of the Orchestra considered to be in genuine hardship in paying subs or helping go on overseas visits or with transport to concerts.

Please speak to the Treasurer or Chair of the Committee if you wish to access the fund for your children. All conversations will be treated as confidential.

Honorariums	Year ending 31/07/2020	Year ending 31/07/2019
	£	£
Musical Director and Tutors	7,435	7,992

Honorariums and fees are agreed on an annual basis for the Director for Music and the section tutors.

None of the committee members received any payments for their role as committee members during the year.

Concert performances	Receipts	Year ending 31/7/2020	
		Payments	Net
Christmas*	1,859	(259)	1,600
Oakhampton*	180	(66)	114
St Leonards	241	(93)	148
South Devon Singers EYO Concert	150		150
St Thomas Church	50	(50)	-
Other costs		(162)	
	2480	(630)	2012
*Donations included above	(365)		
	2115	(630)	2012

NOTES TO THE ACCOUNTS

Concert performances	Receipts	Year ending 31/7/2019		Net income less costs from previous year	Final total
		Payments	Net		
Christmas	4,758	-2,626	2,132	390	2,467
Spring	879	-90	789		789
Teignmouth EYO	125	0	125		125
Powderham	99	0	99		99
Budleigh	876	-147	729		729
Buckfast	80	0	80		80
Bicton	78	0	78		78
Sidmouth	410	0	410		410
Trailer to move percussion		-1,925	-1,925		-1,925
	7,805	-4,788	2,516	390	2,906