

Registered Charity Number  
1057242

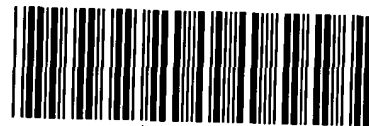
Registered Company Number  
3220578

**London Concert Choir**  
(A company limited by guarantee)

**Annual Report and Accounts**

**31st July 2020**

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**London Concert Choir  
Annual Report and Accounts  
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**London Concert Choir**  
**Charity References and Administrative Details**

<b>Registered Charity</b>	Company limited by guarantee and not having a share capital Company No 3220578 Charity No 1057242
<b>Management Committee at date of signing</b>	J A Finlay (Chairman) E L Cowie C J Finch M D Goodwin J M Greenway S C Rickett
<b>Company Secretary</b>	S L Livesey
<b>Registered Office</b>	7 Ildersly Grove Dulwich London SE21 8EU
<b>Bankers</b>	CAF Bank 25 Kings Hill Ave Kings Hill West Malling Kent ME19 4JQ
<b>Independent Examiner</b>	Andrew Wells Counterculture Partnership LLP Unit NH.204, E1 Business Studios, 7 Whitechapel Road, London E1 1DU

**Note:**

*The Management Committee are the Directors of the company for company law purposes.  
The Trustees of the charity for charity law purposes consist of the Management Committee and  
the Company Secretary.*

## **London Concert Choir Trustees' Report**

### **The report of the Trustees for the year ended 31st July 2020**

#### **Introduction**

The Trustees present their report and financial statements for the year ended 31 July 2020 which comply with current statutory requirements, the charity's governing documents and SORP FRS 102 Accounting and Reporting by Charities. The financial statements will be submitted to the Charity Commission and Companies House after the AGM. The annual report and accounts help to provide timely and regular information on the charity and its funds, to help understand the charity's objectives, structure, activities and achievements and to gain appreciation of the financial transactions during the year and of its funds at the end of the year.

#### **Trustees**

Trustees who served during the year were the undermentioned members of the Management Committee and the Company Secretary.

##### **Management Committee**

J A Finlay (Chairman)  
J M Greenway  
S C Rickett  
E L Cowie  
C J Finch  
M D Goodwin

##### **Company Secretary**

S L Livesey

The appointment and induction of new Trustees is reviewed regularly to cover areas of expertise required by the charity. The training requirements of current Trustees are reviewed regularly at Management Committee meetings. Trustees do not receive any benefits.

#### **Objectives and Activities of the Charity**

The Company is a registered charity formed to advance aesthetic education for the public benefit in the art and science of music. It continued to undertake choral concerts principally at Central London venues and also to perform by arrangement at concerts for the benefit of the public and other charities. The Trustees of the Choir have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission. In pursuing our aims for the public benefit, the choir believes it impacts on people's lives in these ways:-

First, participants are involved in a creative, enjoyable and fulfilling educational activity, providing them with opportunity to develop vocal technique and musical repertoire. This is supported by workshops where members can develop their abilities.

Secondly, for audiences, we present exciting, innovative and high-quality performances which should always be a pleasurable cultural experience, but will sometimes challenge and educate as well, by extending their musical knowledge.

In addition to the public educational benefits to participants and audiences mentioned above, the Committee is conscious that its activities must be affordable, so concessionary rates are available for membership subscriptions and a wide range of ticket prices is offered to allow the concerts to be available to all. We continue to offer discounted membership to students and under-25s: any other member with financial difficulties can discuss a reduced subscription arrangement with the Treasurer.

When it is practical, we invite other charities to hold a collection at the conclusion of our concerts and assist them with free publicity.

## **London Concert Choir Trustees' Report**

### **Review of Achievements and Performance of the Charity during the year**

Like all organisations, our season has been dominated by Covid-19. We had been rehearsing Rachmaninov's Vespers, for performance at Holy Trinity Sloane Square on 18 March, but our rehearsal on 9 March turned out to be our final one of 2020.

Prior to that, our season was going well. We performed Purcell's King Arthur at Cadogan Hall in November to an audience of 548, and a carol concert to a packed Holy Trinity the following month. Membership held steady at 150.

It is particularly problematic for large choirs to meet in full and in person, and we have followed Government guidelines and have not been meeting in person. Instead, we have been meeting virtually, with a mixture of talks by our musical director, Mark Forkgen, and social 'Zoom' gatherings for chats and quizzes.

We had scheduled a choir tour to the Isle of Wight in May, but this had to be cancelled. This was very disappointing as a programme of concerts and social activities had been planned.

The effect on our finances during the season was relatively small: the cancellation of two concerts had a positive effect as a net loss had been budgeted. A small shortfall in income was balanced by a reduction in rehearsal costs from March to July.

### **Plans for future periods**

Plans for 2020/21 remain fluid, due to the ongoing pandemic. We held a virtual programme of events in the September to December term, including one recital by our musical director and a singer. We plan to continue in this way until it is safe to resume in-person rehearsals—and ultimately concerts. At present, it looks as if some normality will return by Easter 2021, but we will resume sooner if it is possible.

If we can resume, we would hope to perform one concert in the summer.

In all our planning, the safety of choir members, professional musicians, and audiences, is paramount.

### **Public Benefit Statement**

The Trustees have given due consideration to Charity Commission published guidance on the operation of the public benefit requirement and are satisfied that the charity meets these requirements.

### **Structure, Governance and Management**

#### **Constitution of the Charity**

The charity was incorporated as a company limited by guarantee without a share capital. The registered company number is 3220578 and the registered charity number is 1057242. The charity's Trustees have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to guidance published by the Charity Commission regarding the public benefit test.

## **London Concert Choir Trustees' Report**

### **Organisational Structure and Governance**

The organisational structure of London Concert Choir consists of a Management Committee who meet regularly to consider and review the charity's activities, general progress and current financial position. Decisions are then made on matters such as the programme for the year and the level of expenditure to be incurred.

### **Reserves Policy**

The choir has reviewed its reserve policy during the year.

The choir requires reserves for several reasons:

- To enable payments in advance to be made, for example, deposits on the hire of halls for future years.
- To ensure there are sufficient funds in the bank to provide for potential cash flow issues during a year.
- To hold a contingency for unexpected expenses which may arise during the season.
- To cover a shortfall in income compared to budget. This is particularly the case with ticket sales.
- To cover uninsured risks, for example in the event that a concert had to be abandoned. Insurance is available up to £10,000 per concert, and not all risks are covered.
- To enable planning for two years ahead to be made with the assurance that funds are available.

In the committee's opinion, reserves in the range £40,000 to £60,000 would meet the above requirements. At 31 July 2020, the choir's reserves totalled £38,198, an increase of £4,850 during the year. This represents 4 months of the expenditure which had been planned for 2019/20. The required level of reserves will be reviewed each year before setting the programme for the next season.

### **Transactions and Financial position**

The financial statements are set out on pages 9 to 14. The Trustees confirm that the charity's assets are available and adequate to fulfil its obligations.

A majority of the expenditure is spent on charitable activities.

### **Risk Assessment**

It is good practice for charity trustees to set a framework to identify and respond to risk and to provide a methodology for risk management and its reporting. The risks considered relate to the operational performance of the charity and the achievement of its aims and objectives, and are summarised as governance risks, operational risks, financial risks, external risks and compliance with law and regulations.

During the period in question, the Committee continued to strengthen the risk mitigation systems, most notably by spreading the committee's operational responsibilities to a wider group of volunteers, and thereby strengthening the skill set required for committee membership within the choir. The Committee considers this to be a continuing priority.

## London Concert Choir Trustees' Report

### Statement of Directors' and Trustees' Responsibilities

Company law requires the Management Committee to prepare financial statements for each financial year. Under that law the Committee has elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required to give a true and fair view of the state of affairs of the charitable company and of the profit or loss of the Company for that period. In preparing the financial statements the Committee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business; and
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Trustees and Management Committee are responsible for keeping proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charitable company and that enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Method of preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

### Approved by the Trustees on

2nd December 2020

and signed on their behalf by:



JAMES FINLAY

Print name:

James Finlay

Member of the Management Committee/Director

**London Concert Choir**  
**Independent Examiner's Report to the Trustees**  
**For the year ended 31 July 2020**

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 July 2020.

**Responsibilities and basis of report**

The charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act').


In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no 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 Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

  
..... 2 December 2020  
Andrew M Wells FMAAT Counterculture Partnership LLP  
Unit NH.204, E1 Business Studios  
7 Whitechapel Road  
London  
E1 1DU



**London Concert Choir**  
**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**for the year ended 31st July 2020**

		<b>Total Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Prior Period Total Funds</b>
	<b>Notes</b>	<b>2020 £</b>	<b>2020 £</b>	<b>2020 £</b>	<b>2019 £</b>
<b>Income from:</b>					
<i>Donations &amp; legacies</i>	3a	37,324	37,324	-	44,180
<i>Charitable activities</i>	3b				
Concerts		25,460	25,460	-	114,646
Workshops		0	0	-	320
<i>Investments</i>	4	24	24		26
<b>Total income</b>		<b>62,808</b>	<b>62,808</b>	<b>-</b>	<b>159,172</b>
<b>Expenditure on:</b>					
<i>Raising funds</i>	5a	875	875	-	1,687
<i>Charitable activities</i>	5b				
Concerts		55,020	55,020	-	167,587
Workshops		2,063	2,063	-	2,350
<b>Total expenditure</b>		<b>57,958</b>	<b>57,958</b>	<b>-</b>	<b>171,624</b>
<b>Net Incoming/(outgoing) resources</b>		<b>4,850</b>	<b>4,850</b>	<b>-</b>	<b>(12,452)</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>		<b>33,348</b>	<b>33,348</b>	<b>-</b>	<b>45,800</b>
<b>Total funds carried forward</b>		<b>38,198</b>	<b>38,198</b>	<b>-</b>	<b>33,348</b>

The company made no recognised gains or losses other than those reported in the Statement of Financial Activities.

**All activities derive from continuing operations.**

**The notes on pages 11 to 14 form an integral part of these accounts.**

**London Concert Choir**  
**Balance Sheet**  
**as at 31st July 2020**


	Notes	2020 £	2019 £
<b>Fixed assets</b>	7	0	53
<b>Current assets</b>			
Debtors	8	3,174	10,731
Cash at bank and in hand		42,201	23,609
		<b>45,375</b>	<b>34,340</b>
<b>Creditors:-</b>			
Amounts due within one year	9	7,177	1,045
<b>Net current assets</b>		<b>38,198</b>	<b>33,295</b>
<b>Total assets less current liabilities</b>		<b>38,198</b>	<b>33,348</b>
<b>Net assets</b>		<b>38,198</b>	<b>33,348</b>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted revenue accumulated funds		38,198	33,348
<b>Total unrestricted funds</b>			
Restricted revenue accumulated funds		-	-
<b>Total restricted funds</b>			
<b>Total charity funds</b>		<b>38,198</b>	<b>33,348</b>

For the year ended 31 July 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:

 JAMES FINLAY

James Finlay

Signed

Member of the Management Committee/Director

Date

2nd December 2020

The notes on pages 11 to 14 form an integral part of these accounts.

**London Concert Choir  
Notes to the accounts  
for the year ended 31st July 2020**

**1 Accounting policies**

***Basis of preparation of the accounts and accounting convention***

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice and the Companies Act 2006, and FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland.

The accounts are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

***Going concern***

The financial statements are prepared, on a going concern basis, under the historical cost convention.

At the time of approving the accounts, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

***Incoming Resources***

Grants and donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Such income is only deferred when the donor specifies that the donation must only be used in future accounting periods or the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

***Resources Expended***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales.

***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

***Governance costs***

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to Trustees on governance or constitutional matters.

### ***Tangible Fixed Assets***

Items of expenditure of £1,000 or above (on an aggregated basis) are capitalised, and are written off over the period of their expected useful lives on a straight line basis as follows:

Fixtures, fittings and equipment

Straight line basis over 3 years

### ***Cash Flow Statement***

The charity has taken advantage of the exemption applicable to small companies and not produced a cash flow statement.

### ***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only.

## **2 Trustees' remuneration and expenses**

No remuneration or benefits were paid to trustees or persons connected with them during the year.

## **3 Income**

	<b>Total Funds 2020 £</b>	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Prior Period Total Funds 2019 £</b>
<b>3a Donations &amp; legacies</b>				
Donations and gift aid	11,613	11,613		18,045
Membership subscriptions	23,560	23,560		24,305
Friends subscriptions	180	180		180
Companions	1,971	1,971		1,650
	<b>37,324</b>	<b>37,324</b>	<b>-</b>	<b>44,180</b>
<b>3b Charitable activities</b>				
<b>Concerts</b>				
Ticket sales	20,184	20,184		53,482
Programme sales	717	717		3,189
Music score sales	4,059	4,059		4,414
Sponsorship	0	0		1,600
Refreshment sales	500	500		
Touring income	0	0		51,961
	<b>25,460</b>	<b>25,460</b>	<b>-</b>	<b>114,646</b>
<b>Workshops</b>				
Workshops/Event income	0	0		320
	<b>0</b>	<b>0</b>	<b>-</b>	<b>320</b>
<b>4 Investment Income</b>				
Bank interest	24	24		26

	<b>Total Funds 2020 £</b>	<b>Unrestricted Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Prior Period Total Funds 2019 £</b>
<b>5 Expenditure</b>				
<b>5a Raising funds</b>				
Ticket commission	306	306		483
PRS commission on sales	0	0		355
Programme commission	104	104		384
Subscriptions and donations	465	465		465
	<b>875</b>	<b>875</b>	-	<b>1,687</b>
<b>5b Charitable activities</b>				
<b>Concerts</b>				
Professional Fees	5,735	5,735		11,687
Orchestra	5,270	5,270		28,084
Concert venue hire	6,460	6,460		21,394
Staging and seating	3,505	3,505		4,213
Instrument hire/tuning	150	150		850
Music hire incl orchestra	5,417	5,417		4,614
Refreshment costs	489	489		337
Other concert costs	0	0		223
Programme print design	578	578		2,002
Flyers including distribution	694	694		2,030
Advertising	1,941	1,941		7,070
Rehearsal room	4,570	4,570		5,294
Rehearsal fees	7,750	7,750		9,950
Stationery/Insurance, accounts software	655	655		1,252
Season leaflet print & distribute	621	621		451
Depreciation	53	53		734
Finance costs	818	818		507
Office, software & consumables	5,486	5,486		5,676
Audit and accountancy fees	2,328	2,328		2,406
Touring expenditure	2,500	2,500		58,813
	<b>55,020</b>	<b>55,020</b>	-	<b>167,587</b>
<b>Workshops</b>				
Workshops/Event costs	2,063	2,063		2,350
	<b>2,063</b>	<b>2,063</b>	-	<b>2,350</b>
<b>6 Staff costs</b>				
The charity did not employ any staff during the year.				

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**7 Tangible fixed assets**

	<b>Fixtures, fittings and equipment</b>	<b>Total</b>
<b>Cost</b>		
At 1st August 2019	2,255	2,255
Additions	-	-
As at 31 July 2020	<b>2,255</b>	<b>2,255</b>
<b>Depreciation</b>		
At 1st August 2019	2,202	2,202
Charge for year	53	53
As at 31 July 2020	<b>2,255</b>	<b>2,255</b>
<b>Net Book Value</b>		
As at 31 July 2020	<b>0</b>	<b>0</b>
As at 31 July 2019	<b>53</b>	<b>53</b>

The capitalised assets represent a recording system and staging.

<b>8 Debtors</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Amounts owing to choir	300	5,710
Prepayments	2,874	5,021
	<b>3,174</b>	<b>10,731</b>
<b>9 Creditors: amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade creditors	804	1,045
Accrued expenses	6,373	-
	<b>7,177</b>	<b>1,045</b>

**10 Related party transactions**

There were no transactions with related parties in the year.

**11 Restricted funds**

There were no restricted funds in the years 2018/19 or 2019/20.