## **REGISTERED COMPANY NUMBER 03685553 CHARITY NUMBER 1073393**

**BATH PHILHARMONIA REPORT AND FINANCIAL STATEMENTS** FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017



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#### **COMPANY INFORMATION**

# FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017

Directors/trustees

Dr C S Wiffen

Chairman

A L Howell C Jack

R S Derry-Evans

R M Munro R C S Hall

M G Ralli D Daly C Hall resigned 21 October 2017 appointed 5 May 2017 appointed 5 May 2017

Secretary

R S Derry-Evans

**Registered office** 

Widcombe Institute Widcombe Hill

Bath BA2 6AA

Registered company number

3685553

Registered charity number

1073393

**Bankers** 

**HSBC** 

45 Milsom Street

Bath BA1 1DU

Independent examiner

Matthew Small FCA

Berkeley Hall Marshall Limited

Chartered Accountants and Statutory Auditor 6 Charlotte Street

Bath BA1 2NE

#### REPORT OF THE DIRECTORS

#### FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017

#### Objects of the charity

The objective of the charity is to build on Bath Philharmonia's current high artistic and educational success to:

- · be the professional classical symphonic ensemble of choice for audiences in the South West;
- engage with young people and children throughout the area in order to help them enjoy, understand and take part in musical activity;
- take top quality classical repertoire to all possible parts of the region which are often otherwise unable to enjoy it.

#### Summary of policies adopted to further above objectives

To monitor the application of the income and assets of the charity to ensure that they are used for the purposes for which they are intended in an efficient and cost effective way.

To facilitate, encourage and give whole-hearted support to the orchestra, its concerts, and its projects to enhance musical development of young people in the region.

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### Organisation of the charity

The directors meet formally on a regular basis several times each year and their decisions are recorded by written minutes. A management committee is responsible to the directors for the execution of these decisions and meets more regularly to deal with the daily management of the charity.

#### **Public Benefit**

The trustees have complied with section 4 of the 2011 Charities Act, having due regard for the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### Review of activities during the year

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During the year, there has been a increase in the Charity's total income from £275,396 to £292,982. The charity has continued its busy programme of activity, fulfilling its objects to enrich the lives of the local population, through the medium of music, notably through its Young Carer education project. There has been a full programme and annual expenditure on charitable activities has decreased from £282,558 to £269,897 with a conscious effort by the trustees to strengthen reserves. Reserves have increased from £17,904 to £40,989, including restricted reserves of £10,325.

Qn behalf of the trustees

**R S Derry-Evans** 

8 March 2018

#### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BATH PHILHARMONIA

I report on the accounts of the company for the period ended 31 August 2017 which are set out on pages 4 to 8.

#### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

**Matthew Small FCA** 

Berkeley Hall Marshall Limited Chartered Accountants and Statutory Auditor 6 Charlotte Street Bath

My hall

Date: 8/3/18

# STATEMENT OF FINANCIAL ACTIVITIES

# INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT

# FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017

				Period 1.10.2016	
				to 31.08.2017	Year ended 2016
		Unrestricted funds	Restricted funds	Total	Total
	Notes	2	£	£	£
Income and endowments from:					
Donations and legacies		107,543	47,109	154,652	182,368
Incoming resources from charitable activities:					
Box office and associated receipts		<u>138,330</u>	<del></del>	<u>138,330</u>	93,028
Total		<u>245,873</u>	<u>47,109</u>	<u>292,982</u>	<u>275,396</u>
Expenditure on:					
Raising funds		3,954	-	3,954	-
Charitable activities	3	222,584	36,784	259,368	278,521
Other	4	<u>6,575</u>	-	<u>6,575</u>	4,037
Total		<u>233,113</u>	36,784	269,897	282,558
Net income/(expenditure)		12,760	<u>10,325</u>	23,085	<u>(7,162</u> )
Net movement in funds		12,760	10,325	23,085	(7,162)
Reconciliation of funds:					
Total funds brought forward		<u>17,904</u>		17,904	25,066
Total funds carried forward		30,664	10,325	40,989	17,904

### BATH PHILHARMONIA REGISTERED COMPANY NUMBER 03685553 BALANCE SHEET AS AT 31 AUGUST 2017

	Notes	3	2017 £	£	2016 £
Fixed assets		_	_	_	
Office equipment Furniture and fixtures Stock of music at cost		,	509 190 <u>1,242</u>		678 224 <u>1,242</u>
			1,941		2,144
Current assets					
Cash at bank and in hand Debtors and prepayments	5	7,902 <u>57,102</u>		13,270 <u>27,925</u>	
Current liabilities		65,004		<u>41,195</u>	
Sundry creditors	6	<u>25,956</u>		<u>25,435</u>	
Net current assets			39,048		<u>15,760</u>
Total assets less (liabilities	<b>;</b> )		<u>40,989</u>		17,904
Represented by:					
General fund Restricted fund			30,664 <u>10,325</u>		17,904
Total Funds			<u>40,989</u>		17,904

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 August 2017.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 August 2017 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 8 March 2018 and were signed on its behalf by:

R S Derry-Evans

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017

#### 1 Accounting policies

#### a) Statutory information and basis of preparation

Bath Philharmonia is a charitable company, limited by guarantee, registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The company is also registered with the Charity Commission and their registered number is 1073393.

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The charity adopted SORP (FRS 102) in the current year and the transition to SORP (FRS 102) has not affected the reported financial position.

#### b) Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. All restricted funds, at the balance sheet date, are held within 'Cash at bank and in hand'.

#### c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

#### d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

#### e) Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment Furniture and fixtures

- 25% on reducing balance

- 15% on reducing balance

# **NOTES TO THE FINANCIAL STATEMENTS (continued)**

# FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017

2	Restricted funds	<b>Balance at</b> 01.10.16	incoming resources	Resources expended	Balance at 31.08.17
	Education projects Total	<del></del>	£ <u>47,109</u> 47,109	£ <u>36,784</u> 36,784	£ <u>10,325</u> 10,325
3	Direct charitable expenditure (un	nrestricted)		Period 1.10.2016 to 31.08.2017 £	Year ended 2016 £
	Orchestral and related costs Subcontractor costs Office administration costs			132,028 27,250 <u>63,306</u>	164,175 25,000 <u>40,740</u>
4	Other costs			<u>222,584</u>	<u>241,121</u>
				Period 1.10.2016 to 31.08.2017 £	Year ended 2016 £
	Office costs Independent examiners' fee			5,663 <u>912</u>	3,123 <u>914</u>
5	Debtors and prepayments			<u>6,575</u>	<u>4,037</u>
				Period 1.10.2016 to 31.08.2017 £	Year ended 2016 £
	Debtors and prepayments Orchestral Tax Relief credit Gift aid			23,863 21,613 <u>11,626</u>	7,363 12,705 <u>7,857</u>
				<u>57,102</u>	<u>12,878</u>
5	Creditors			Period 1.10.2016 to	Year ended
				31.08.2017 £	2016 £
	Accruals and creditors			<u>25,956</u>	25,435

#### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

### FOR THE PERIOD 1 OCTOBER 2016 TO 31 AUGUST 2017

#### 6 Trustee remuneration and related party matters

None of the trustees received any remuneration during the period, neither did they claim any travel or other expenses. (2016 - nil)

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period. (2016 - nil)

#### 7 Statement of financial activities 2016 comparatives

Unrestricted income and endowments for 2016 consisted of £113,199 donations and legacies, £93,028 charitable activities, nil from investments and £20,563 other. Expenditure consisted of £229,915 charitable activities and £4,037 other. The unrestricted funds opening value was £25,066 and closed at £17,904.

Restricted income and endowments for 2016 consisted of £2,248 of donations and £46,358 of other. Expenditure consisted of £48,606 charitable activities. Restricted funds opening value was nil and closed at nil.

#### 8 Funds

Total restricted funds at the year-end were £10,325, which consisted of £10,843 in debtors, £2,763 cash at bank, less £3,281 in creditors. The unrestricted fund totalled £30,664 and consisted of £1,941 fixed assets, £46,259 debtors, £5,139 cash at bank and £22,675 creditors.

#### 9 Staff costs

Staff costs:

	Period 1.10.2016	
	to	Year ended
	31.08.2017	2016
	£	£
Salaries and fees	31,293	30,331
Pension contributions	103	-
Total	31,396	30,331

The average number of employees during the year was 2 (2016 - 2)

No employee received emoluments of more than £60,000 during the year.

#### 10 Taxation

As a charity, Bath Philharmonia is exempt from taxation on income to the extent that the income is applied to its charitable objects. A tax liability does not arise on these accounts.

#### 11 Share capital

The company is limited by guarantee and does not have issued share capital.