

**COMPANY NUMBER: 04562523**

**CHARITY NUMBER: 1097743**

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH JUNE 2016**

FRIDAY



\*A62WS9GQ\*

A21

24/03/2017

#86

COMPANIES HOUSE

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH JUNE 2016**

**INDEX TO FINANCIAL STATEMENTS**

---

Page

1	Legal and Administration Information
2-3	Trustees Report
4	Independent Examiners Report
5	Statement of Financial Activities
6	Balance Sheet
7-11	Notes to the Financial Statements

---

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**LEGAL AND ADMINSTRATIVE INFORMATION**

---

**Directors and Trustees**

The directors of the Charitable Company are its trustees for the purpose of Charity Law. Throughout this report they are collectively referred to as trustees. The society is governed by the executive committee.

The trustees during the year under review were:

- Jill Emery
- Stuart Jessop
- Derrick Payne

The executive committee during the year under review was as follows:-

President	- Derrick Payne
Chair	- Jill Emery
Vice-Chair	- None
Treasurer	- Stuart Jessop
Secretary	- None
Business Manager	- None
Friends Secretary	- None
Assistant Secretary	- None
Members Reps.	- Steve Emery

**Registered office**                      2 St Andrews Place  
LEWES  
East Sussex  
BN7 1UP

**Professional advisors**

Independent Examiner                VMR Anderson BA (Hons) FCA DChA  
Chartered Accountant  
Clark Brownscombe  
2 St Andrews Place  
LEWES  
East Sussex  
BN7 1UP

**Bankers**                                      HSBC  
1 Kings Parade  
Ditchling Road  
BRIGHTON  
East Sussex  
BN1 6JT

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30TH JUNE 2016**

---

The trustees present their report and the financial statements for the company for the year ended 30 June 2016.

Brighton and Hove Operatic Society is a company limited by guarantee (company number: 4562523) and is registered as a charity (charity number: 1097743). The company was incorporated on 15th October 2002 and obtained charitable status on 29 May 2003.

On 1st July 2003 the net assets of the Brighton and Hove Operatic Society (charity number: 268307) were transferred into the company. The company is governed by its Memorandum and Articles of Association dated 15th October 2002 which incorporates the rules of the original society which were last amended in October 1996.

The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice 'Accounting and Reporting by Charities FRSSSE 2015'.

#### **Organisation**

The Charity is administered by an executive committee and by three trustees, who are also on the executive committee. There is no set period of tenure of office. New Board members are provided with a pack of information containing details of the constitution of the Company, budgets, recent financial statements, minutes of recent Board meetings and papers dealing with key current issues, which can then be discussed in detail with other Board members.

#### **Objectives**

The objects of the Society are to educate the public in the dramatic and operatic arts; to further the development of public appreciation and taste in the said arts; to assist and further such charitable institutions and charitable purposes as the committee shall from time to time determine.

#### **Fund Raising**

The Society derives the majority of its funds by way of Members' subscriptions, Patrons' subscriptions and by the provision of theatrical performances.

#### **Risk Management**

The trustees review the major risks to which the company is exposed on a regular basis and systems are implemented wherever possible to manage those risks.

#### **Reserve Policy**

The trustees intend to keep funds in liquid reserves to fund future productions. In the trustees opinion the charity is a going concern.

#### **Public Benefit**

The trustees confirm that they have referred to the guidance in the Charity Commissions general guidance on public benefit when reviewing the charity's aims and objectives.

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30TH JUNE 2016**

---

**Financial Review**

Total incoming resources for the year amounted to £12,322 (2015: £21,824). Total resources expended amounted to £15,630 (2015: £17,741). Net deficit for the year amounted to £3,308 (2015: surplus £4,083).

**Trustees Responsibilities**

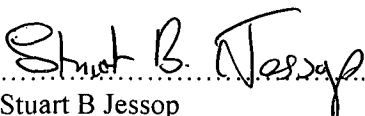
The trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure for the year. In preparing these financial statements, the trustees are required to

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

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

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the board

  
Stuart B Jessop

Date: 22/3/17

**Registered office**

2 St Andrews Place  
Lewes  
East Sussex  
BN7 1UP

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF  
BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

---

I report on the financial statements of the charity for the year ended 30th June 2016, which are set out on pages 5 to 11.

**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 financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities' Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

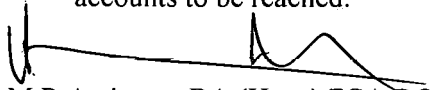
**Independent examiner's statement**

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

- which gives me reasonable cause to believe that, in any material respect, the requirements:
  - a. to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - b. to prepare financial statements which accord with the accounting records, comply with the accounting requirements of the Company Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005)

have not been met; or

- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
V M R Anderson BA (Hons) FCA DChA  
Chartered Accountant  
Clark Brownscombe  
2 St. Andrews Place  
Lewes  
East Sussex BN7 1UP

Date: 22 March 2017

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30TH JUNE 2016**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
<b>INCOME FROM</b>					
Charitable activities					
- Receipts from productions	3	9,621	-	9,621	18,147
- Subscriptions		-	-	-	188
- Other receipts	4	1,590	-	1,590	2,085
Fund raising		1,106	-	1,106	1,400
Interest received		-	5	5	4
Total		<u>12,317</u>	<u>5</u>	<u>12,322</u>	<u>21,824</u>
<b>EXPENDITURE ON</b>					
Charitable activities	5	<u>15,630</u>	<u>-</u>	<u>15,630</u>	<u>17,741</u>
Net (expenditure)/income before transfers		(3,313)	5	(3,308)	4,083
Fund transfer		<u>(356)</u>	<u>356</u>	<u>-</u>	<u>-</u>
Net (expenditure)/income for the year		<u>(3,669)</u>	<u>361</u>	<u>(3,308)</u>	4,083
Fund balances at 1st July 2015		<u>13,588</u>	<u>6,125</u>	<u>19,713</u>	<u>15,630</u>
Fund balances at 30th June 2016		<u>9,919</u>	<u>6,486</u>	<u>16,405</u>	<u>19,713</u>

The detailed 2015 comparative statement of financial activities is reported in note 2.

The notes form part of these financial statements

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**BALANCE SHEET  
AS AT 30TH JUNE 2016  
COMPANY NUMBER: 04562523**

	Note	2016	2015
		£	£
<b>FIXED ASSETS</b>			
Tangible fixed assets	8	1,479	<u>1,643</u>
<b>CURRENT ASSETS</b>			
Debtors		-	500
Cash at bank		<u>15,766</u>	<u>18,392</u>
		15,766	18,892
<b>CREDITORS: Amounts falling due within one year</b>		<u>(840)</u>	<u>(822)</u>
<b>NET CURRENT ASSETS</b>		<u>14,926</u>	<u>18,070</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>16,405</u>	<u>19,713</u>
<b>FUNDS</b>			
Unrestricted	10	9,919	13,588
Restricted	9	<u>6,486</u>	<u>6,125</u>
		<u>16,405</u>	<u>19,713</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th June 2016.

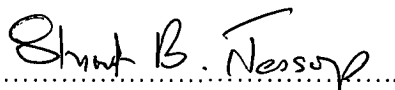
The members have not required the company to obtain an audit of its financial statements for the year ended 30th June 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 386 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 surplus or deficit for each financial year in accordance with the requirements of Section 396 and which otherwise comply with the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 22/3/17 and were signed on its behalf by:

  
Stuart B Jessop - Director

The notes form part of these financial statements



**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE 2016**

---

**1. ACCOUNTING POLICIES**

- (a) The financial statements have been prepared under the historical cost convention and in accordance with the recommendations of Statement of Recommended Practice: Accounting and Reporting by Charities FRSSE 2015, the Financial Reporting Standards for Smaller Entities (effective January 2015) and the Companies Act 2006.
- (b) Income received by way of subscriptions, donations and fund raising is included in full in the statement of financial activities when received.
- (c) Restricted funds are to be used for the specific purpose laid down by the donor.
- (d) Unrestricted funds are general funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.
- (e) Expenditure is included in the Statement of Financial Activities on an accruals basis.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories.

The main category of expenditure is:-

Charitable activities which are the costs of putting on performances. Charitable activities also includes governance costs which are those incurred in the governance of the charity, its assets and are primarily associated with constitutional and statutory requirements.

- (f) Fixed assets are used by the society in fulfilling its main charitable objects and are capitalised and depreciated.

Depreciation is provided on all fixed assets at rates calculated to write off the cost of each asset over its estimated useful life as follows:-

Fixtures, fittings and furniture – 10% reducing balance

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 30TH JUNE 2016**

**2. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total 2015 £
<b>INCOME FROM</b>			
Charitable activities			
- Receipts from productions	18,147	-	18,147
- Subscriptions	188	-	188
- Other receipts	2,085	-	2,085
Fund raising	1,400	-	1,400
Interest received	<u>-</u>	<u>4</u>	<u>4</u>
Total	<u>21,820</u>	<u>4</u>	<u>21,824</u>
<b>EXPENDITURE ON</b>			
Charitable activities	<u>17,741</u>	<u>-</u>	<u>17,741</u>
Net income for the year	4,079	4	4,083
Fund balances at 1st July 2014	<u>9,509</u>	<u>6,121</u>	<u>15,630</u>
Fund balances at 30th June 2015	<u>13,588</u>	<u>6,125</u>	<u>19,713</u>

**3. RECEIPTS FROM PRODUCTIONS**

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Ticket, workshop and programme sales	6,329	-	6,329	12,113
Acting fees and script charges	3,050	-	3,050	5,180
Photograph and merchandise sales	<u>242</u>	<u>-</u>	<u>242</u>	<u>854</u>
	<u>9,621</u>	<u>-</u>	<u>9,621</u>	<u>18,147</u>

**4. OTHER RECEIPTS**

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Hire of assets	<u>1,590</u>	<u>-</u>	<u>1,590</u>	<u>2,085</u>

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 30TH JUNE 2016**

**5. CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Productions costs	12,917	-	12,917	14,765
Printing, postage and stationery	339	-	339	118
Insurance	326	-	326	301
Depreciation of fixed assets	164	-	164	182
Rent	1,020	-	1,020	800
Merchandise costs	-	-	-	576
Accountancy fees	840	-	840	966
Miscellaneous expenses	<u>24</u>	<u>-</u>	<u>24</u>	<u>33</u>
	<u><b>15,630</b></u>	<u><b>-</b></u>	<u><b>15,630</b></u>	<u><b>17,775</b></u>

**6. TAXATION**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charity for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to charitable purposes.

**7. TRUSTEES AND EXECUTIVE COMMITTEE REMUNERATION**

None of the Trustees or Executive Committee received any remuneration or expenses during the year.

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 30TH JUNE 2016**

**8. TANGIBLE FIXED ASSETS**

	<b>Fixtures Fittings &amp; Furniture £</b>
At 1st July 2015	1,643
Depreciation charge for the year	<u>(164)</u>
<b>At 30th June 2016</b>	<b><u>1,479</u></b>

**9. RESTRICTED FUNDS**

	<b>Balance at 1st July 2015 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfer £</b>	<b>Balance at 30th June 2016 £</b>
Ramsey-Paling fund	217	1	-	356	574
Bob Saint Production Fund	<u>5,908</u>	<u>4</u>	<u>-</u>	<u>-</u>	<u>5,912</u>
	<u>6,125</u>	<u>5</u>	<u>-</u>	<u>356</u>	<u>6,486</u>

The Ramsey-Paling fund represents monies donated to the Society by the families in memory of Mr. Ramsey and Mr. Paling which are held as an investment.

Any income derived from the investment is to be used only for the purpose of training current members, both individual and groups, of the Society.

Robert (Bob) Saint became a member of Brighton & Hove Operatic Society at the age of 18 and, over the years was an Actor, Director, Chairman and President. He and his wife, Pam, were a huge part of the Society and were greatly respected by the membership. Tragically, his life was taken by another in September 2002 and the Society lost a true and faithful supporter. The then committee asked Howard Abbot to arrange a tribute to his memory and he held a year of fundraising which now forms The Bob Saint Production Fund. The interest arising on the fund is to be used by the committee to put towards the cost of a production as they see fit. However, the funds raised are restricted so that the fund and his memory remain intact.

**10. UNRESTRICTED FUNDS**

	<b>Balance at 1st July 2015 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfer £</b>	<b>Balance at 30th June 2016 £</b>
General Fund	<u>13,588</u>	<u>12,317</u>	<u>(15,630)</u>	<u>(356)</u>	<u>9,919</u>

**BRIGHTON AND HOVE OPERATIC SOCIETY  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)  
FOR THE YEAR ENDED 30TH JUNE 2016**

---

**11. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Tangible fixed assets £</b>	<b>Net current assets £</b>	<b>Total £</b>
Restricted funds			
Ramsey-Paling Fund	-	574	574
Bob Saint Production Fund	-	5,912	5,912
Unrestricted funds			
General fund	<u>1,479</u>	<u>8,440</u>	<u>9,919</u>
	<u>1,479</u>	<u>14,926</u>	<u>16,405</u>

**12. LIABILITY OF MEMBERS**

The company is limited by guarantee, having no share capital, members having a liability not exceeding £1 each.