



# **Tilford Bach Society (CIO)**

## **Trustees' Annual Report 2017**

(Accompanying Accruals Accounts)

### **1: Legal and Administrative Information**

**Charity name:** Tilford Bach Society (CIO)

**Registered charity number:** 1172416

For the financial year 1 January to 31 December 2017

**Principal Address:**

c/o Bethany, Chapel Lane, Pirbright GU24 0JZ

**Trustees:**

The Trustees during the year 2017 were:

- R John Horrocks - Chairman
- Susan Sagun - Secretary
- Suzanne Cacciottolo
- Dr Trevor Gray
- Dr Roger Jude

### **Objects of Charity:**

To advance the education of the general public in the appreciation and understanding of music and its history with special emphasis on the music of Johann Sebastian Bach, through live performances, lectures and other activities.

The public performances are held mostly but not exclusively in Farnham, Godalming and Tilford and include typically the performance of a major Bach choral work in Tilford in early summer, regular monthly concerts from September to May and carols concerts in December.

### **2: Structure, Government and Management**

The governing document is the Constitution adopted on 28 February 2017.

The Trustees make all decisions and run the Society. Most decisions are taken by email and the trustees meet typically once or twice a year to handle major issues that cannot be handled by email or telephone calls.

In order to improve efficiency, the working group does not operate according to precise roles for each officer. Instead each officer is able to undertake any function and each person is encouraged to handle whatever is in front of them rather than passing it to another person. Thus the traditional roles of Chairman, Treasurer and Secretary are distributed according to circumstances and availability. The accounting system is Internet based and used by the Chairman, Treasurer and Secretary, who may each pay in cheques and enter receipts and initiate and enter payments. Nearly all payments are made by Internet transfer. A cheque account is held at CAF Bank operates under dual signature. A PayPal account operated primarily for the receipt of ticket money and donations and works under single signature, with accrued money being transferred to CAF Bank periodically. Priority is given to paying performers promptly. Since the Society does not have credit or bank cards most purchases are made by the officers on private credit cards or cash and reimbursed. The annual accounts (Balance Sheet and Profit and Loss) are calculated by the accounting software. Event Accounts, used for internal management during the year, are generated automatically using an Excel spreadsheet prepared by the Chairman with data copied from the Profit and Loss account.

Nearly all documents are stored on the Internet (Google) and shared.

The Charity Commission document "The Essential Trustee" is made available for the guidance of trustees.

The Independent Examiner is Mr Bernard Whelan who works in an honorary capacity.

### 3: Financial Review

The income of the Society comes from donations and ticket sales. The Society uses the Gift Aid Scheme where applicable. The majority of the Society's income comes from the older Tilford Bach Society (Registered Charity 230601).

The society made a surplus of £5,969 over the year.

The financial activities may be subdivided as follows:

Activity	Surplus	Loss
Farnham concerts		£6,567.96
Festival and related activities in Tilford plus the concert at St John Smith Square		£21,411.64
Godalming Conservatoire concerts		£2,192.20
Other events and concerts	£186.26	
Support of Farnham Competitive Music Festival	£20.00	
Subscriptions, donations and gift aid received	2433.75	
Overhead expenses		£1,579.27
Donation from Tilford Bach Society for running concerts	£35,081.00	
<b>Total net surplus</b>	<b>£5,969.94</b>	

At the end of 2017 the Society had an overall balance of £5,969.94.

The losses incurred on the concerts arise partly because sponsorship money and some ticket sales were paid to the older Tilford Bach Society (Registered Charity 230601) and then donated to the CIO and so appear in the "Donation from Tilford Bach Society".

#### Policy on Reserves

The Society plans concerts and makes commitments for up to two years ahead. It therefore keeps a Reserve Fund of £4000 against possible future reductions in ticket sales and endeavours to maintain a further average balance of at least £3000.

### 4: Public Benefit Statement

The trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties. All concerts are open to the public and are priced to be affordable with the Society relying on donations and sponsorship because ticket sales do not cover all the costs. The prices for the Farnham concerts are at the lower end of typical prices for professional concerts in the area and are now probably the lowest in the area. The new Conservatoire Concerts in Godalming offer free entry with a retiring collection.

In particular the Society has provided free carol concerts for the village of Tilford and provided free seats at concerts for young people and in some cases for their parents. It also provides regular free tickets for a person with severe disabilities and gives a significant number of tickets to groups and individuals who would not normally buy tickets in order to advance musical education, make the Society more attractive to newcomers, and promote awareness of the Society.

The Society also provided a music workshop for pupils of Edgeborough School.

### 5: Activities and Achievements

Four public concerts were held in Farnham churches and two major concerts with international soloists in Tilford (Bach's St John Passion in June and Christmas Oratorio in November).

In addition, a MAIASTRA concert was hosted in Farnham and a special Violin, piano and poetry evening in Farnham.

A new series of monthly Conservatoire Concerts has been started in Godalming with the aim of giving students and young professionals a performing opportunity. These concerts are funded by donations without ticket charges.

A great deal of effort has gone into promoting the society, attracting a younger audience, making use of the Internet and networking with other music societies in the area.

A scheme of free tickets for 8-25 year olds is running successfully and children can bring a parent or teacher free.

The carol concerts were kindly sponsored by Tilford Woods Lodge Retreat. The collections for charity (handed directly to them and not via the TBS accounts) were in aid of the Phyllis Tuckwell Hospice (£580 - evening concert) and Shooting Star Children's Hospice (£172 - afternoon concert).

A new website has been created to help music lovers in the Woking area find out about concerts.

## 6: Relationship to Tilford Bach Society

Tilford Bach Society (CIO) continues the work of the Tilford Bach Society (Registered Charity 230601) but under the CIO legal framework so that the trustees have limited liability. All events are now run by the new CIO and the Tilford Bach Society (Registered Charity 230601) donates the money it receives to the CIO.

## 7: Declaration

The trustees have approved the trustees' report above.

Signed



Reginald John Horrocks

Chairman

Date: 7-2-2018