



# **Tilford Bach Society (CIO)**

## **Trustees' Annual Report 2019**

(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 2019

**Principal Address:**

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

**Trustees:**

The Trustees during the year 2019 were:

- R John Horrocks - Chairman & Treasurer
- Susan Sagun - Secretary
- Suzanne Cacciottolo
- Jillian Denbigh
- Dr Trevor Gray
- Dr Roger Jude
- Diana Martin

### **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.

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 at CAF Bank operates under dual signature. A PayPal account is operated primarily for the receipt of ticket money and donations. It 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 trustees on private credit cards 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. Some of the Society's income came from the older Tilford Bach Society (Registered Charity 230601).

The Society made a surplus of £2,221.88 over the year.

At the end of 2019 the Society had an overall balance of £16,467.60.

During the year covered by the Report, none of the Trustees received any payments from the Society, other than the reimbursement of necessary expenses.

#### **Policy on Reserves**

The Society plans concerts and makes commitments for up to two years ahead. It therefore endeavours to maintain an average balance of at least £10,000.

### 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. 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 Conservatoire Concerts in Godalming offer free entry with a retiring collection.

In particular the Society has 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.

A special free concert of harp music was generously sponsored by Prince Donatus in September. This concert raised £1,062 (including their Gift Aid claim) for Arts4Dementia and the Society is now offering free access to dementia sufferers and their carer.

### 5: Activities and Achievements

Twelve public concerts were held in Farnham churches and a major concert with international soloists in Tilford.

Farnham Sinfonia performed two concerts under Conductor Matthew Taylor. Michael Collins and Susan Milan have been appointed patrons of the Sinfonia.

The monthly Conservatoire Concerts have continued 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 concert was kindly sponsored by Tilford Woods Lodge Retreat. The collections for a charity for Grail Trust (UK), supporting orphans in India amounted to some £600.

### 6: Relationship to Tilford Bach Society

Until the end of October 2019, the Tilford Bach Society (CIO) continued the work of the Tilford Bach Society (Registered Charity 230601) but did so under the CIO legal framework so that the Trustees have limited liability. From 31 October 2019 onwards the two Charities are operating totally independently with the Tilford Bach

Society (CIO) presenting itself as “TBS” and running concerts primarily in Farnham and Godalming. The original Tilford Bach Society will concentrate on running a Bach festival in Tilford.

## 7: Declaration

The Trustees have approved the report.

Signed

A handwritten signature in black ink, appearing to read 'R. J. Horrocks', with a long, sweeping underline.

Reginald John Horrocks

Chairman                      Date: 30 January 2020