

London Pro Arte Choir



Trustees' report and accounts

Year ended 31 August 2019

Charity number 276361

www.lpac.org.uk

Report of the trustees for the year ended 31st August 2019

The trustees of the London Pro Arte Choir present the annual report and financial statements for the year ended 31st August 2019. The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

Objectives and activities for the public benefit

The objectives of the choir as set out in the constitution are "to educate the public and members of the choir in music by the presentation of concerts and other activities". In addition the choir raises money for a local charity by means of a Christmas carol concert and donations from choir members. The choir has had regard to the Charity Commissions guidance on public benefit.

Achievements and performance during the year

The choir promoted four concerts during the year, all at St Michael's Church, Mill Hill:

24 November 2018	Handel - Messiah
8 December 2018	Carols for All
24 March 2019	Music by Bruckner, Mendelssohn and Wesley
29 June 2019	Madrigals and part songs

In addition 32 singers gave a concert at St Mary's Church in Hambleton on 13 April 2019.

We also had an open choral workshop to allow the public to join us singing major works:

15 September 2018	Handel - Messiah
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We had 36 rehearsals to train members in singing and prepare for concerts. We also had three social events to raise funds to support the concert programme.

Financial review

In 2018-9 our income was £29,627 (2017-8: £32,900) and our expenditure was £28,552 (2017-8: £34,456) giving a surplus of £1,075 (2017-8: deficit of £1,556). We raised £500 for Noah's Ark Children's Hospice through our carol concert, donations and Gift Aid.

The choir's income comes primarily from concert tickets, members' subscriptions, sponsorship and donations from choir members. The size of the choir stayed at around 60 of whom 40-50 attend each term. Concessions are available for members who cannot afford the full subscription or are under 25. Our trip to Hambleden was financed by those travelling.

Risk management

Our principal risk is promoting concerts which make a deficit. We manage this risk by limiting the number of concerts with orchestral accompaniment, budgeting and monitoring our costs closely and seeking sponsorship and other sources of income.

Reserves

We ended the year with reserves of £5,170 (2017-8: £4,095), which are all unrestricted. The reserves are nearly all in bank deposits and needed to cover concert deficits and ensure we can meet our obligations. Our target reserves are between £5,000 and £10,000.

Plans for the future

We intend to promote a similar pattern of concerts and other activities in 2019-20. We have chosen the musical programme in order to attract audiences and keep costs down. We aim to grow the size of the choir and audiences to increase income in order to avoid a deficit.

Structure, governance and management

The choir is an unincorporated association operating under a constitution which was adopted on 18 January 1996 and amended on 24 February 2005 and 26 January 2006. The choir is governed by the trustees who form the management committee and are elected at the AGM. Casual vacancies are filled by co-option by the committee. All committee members have specific roles and they are supported by other choir members. Induction and training is provided informally as required by other choir members. No choir members receive any remuneration, but any expenses incurred on behalf of the choir are reimbursed.

The overall programme for the year is decided by the committee and Musical Director. The financial plans and detailed arrangements are decided by the committee and the chairman as appropriate. Detailed musical decisions including rehearsals and selection of performers are taken by the Musical Director, in consultation with the committee. The choir has no employees and the Musical Director, accompanist, soloists and orchestral players are all freelance professionals. The fees of the Musical Director and accompanist are reviewed periodically based on RPI and the remuneration of other performers is negotiated based on market rates.

Charity registration **London Pro Arte Choir** number 276361

Address

The choir does not have an office but can be contacted via St Michael's Church, Flower Lane, London NW7 2JA or at info@lpac.org.uk.

Trustees

Loretta Cox	Chairman
Shirley Durling	Box office
Keith Ellen	Concert manager
Gill Ellen	Social events
Carole Endersby	Publicity
Hilary Hubbers	Minutes secretary
Hadley Hunter	Treasurer
Colin Izzard	Membership secretary (till 6 September 2018)
Miriam Onyeador	Membership secretary (from 17 February 2019)
Judy Vicary	Librarian

Professional musicians

Tom Winpenny	Musical Director
Charles Andrews	Accompanist

Independent examiner Will Fyans

Bankers NatWest Bank

Website www.lpac.org.uk

Approved by the trustees on 2 October 2019



Loretta Cox (Chairman)

LONDON PRO ARTE CHOIR ACCOUNTS FOR YEAR ENDED 31 AUGUST 2019

RECEIPTS AND PAYMENTS	2018-19	2017-18
Receipts		
CDs	68	85
Donations	1,995	684
Drinks	489	585
Food	47	75
Friends	190	210
Gift Aid	2,614	2,472
Music hire	321	285
Produce	383	206
Programmes	205	144
Raffle/tombola	251	310
Social events	1,284	1,685
Sponsorship	2,000	-
Subscriptions	9,700	9,990
The Giving Machine	17	20
Tickets	7,260	5,590
Travel	2,805	10,560
Total receipts	29,627	32,900
Payments		
Accompanist	5,086	4,890
CDs	88	35
Charity	500	550
Church/hall hire	4,316	4,120
Conductor	8,060	7,610
Credit card fee	15	12
Drinks	383	218
Food	1,282	1,472
Gifts	84	90
Hotel	-	4,905
Instrument hire/tuning	1,020	1,020
Insurance	132	132
Licences and memberships	338	386
Miscellaneous	470	38
Music hire/purchase	583	746
Orchestra	3,150	2,750
Parts hire/purchase	-	34
Printing and publicity	461	376
Programmes	142	120
Soloists	1,690	1,760
Travel	668	3,116
Website	84	74
Total payments	28,552	34,456
Surplus (Deficit)	1,075	(1,556)
BALANCE SHEET		
	31 Aug 2019	31 Aug 2018
Cash	7,843	5,540
Stock	172	214
Debtors	-	-
Prepayments	80	85
Deferred income	(2,925)	(1,720)
Other creditors	-	(50)
Assets	5,170	4,095
Funds	5,170	4,095

All receipts, payments and funds are unrestricted

Hadley Hunter

Approved by the trustees on 2 October 2019
Hadley Hunter (Treasurer)
Registered charity 276361



Section A Independent Examiner's Report

**Report to the trustees/
members of**

London Pro Arte Choir

**On accounts for the year
ended**

31 August 2019	Charity no (if any)	276361
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Set out on pages

1-5

**Respective
responsibilities of trustees
and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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
statement**


examiner's In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

1/10/19

Name:

Norman William Fyans

**Relevant professional
qualification(s) or body (if
any):**

Certified Accounting Technician

Address:

89 Chalet Estate

Hammers Lane

London NW7 4DL

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of
any items that the
examiner wishes to
disclose.**

None