

LEITH HILL MUSICAL FESTIVAL

REPORT AND ACCOUNTS

For the year ended 30 June 2016

LEITH HILL MUSICAL FESTIVAL

Annual report for the year to 30 June 2016

Leith Hill Musical Festival was founded in 1905 and is governed by its own constitution, which has been approved by the Charities Commission. The Festival is a registered charity: No. 275176

Principal Officers

The Principal Officers who held office during the year were

Chairman	G K Aslet
Vice Chairman	G Ray
Secretary & Festival Organiser	Mrs. A V E May
Treasurer	Mrs. J E M Rouse

The Principal Officers are elected annually.

Objects and Activities for the Public Benefit

The objects of the Charity are the study and practice of music in order to foster the public knowledge and appreciation of music by means of public concerts, the holding of musical competitions and other activities.

The Charity seeks to achieve these objects by organizing competitions for un-auditioned adult choirs and for youth choirs and by promoting concerts. These activities are intended to educate the performers, inform their audiences and the public and raise musical standards generally.

The trustees have referred to the general guidance on public benefit issued by the Charities Commission when planning future activities.

Acknowledgements

The Festival is a member of Making Music (the National Federation of Music Societies) and the British and International Federation of Festivals and receives support and assistance from these bodies and from South East Arts.

The Festival is extremely grateful for the donations and sponsorship it receives and for the financial support of the LHMF Trust and other anonymous donors.

During the year the Festival promoted four concerts (three of which formed part of the 2016 Leith Hill Musical Festival) as well as running an open Competition for Youth Choirs. In addition, the Festival held a 'Come & Sing' day with John Rutter leading the singers. Full details of these activities can be found on the Festival's website (www.lhmf.co.uk).

Financial Review of the Year

The accounts show a deficit of £562, an improvement on the previous year's deficit of £7,862, which had been inflated by timing differences connected with the Chilcott commission. Although this result was expected it was only achieved due to the receipt of a bequest for £10,000 in the year. The profits from the John Rutter 'Come & Sing' and proceeds of the Grand Raffle of £2,500 also helped the income for the year to a total of £90,574 (2015: £84,246).

Gift Aid Recovery was claimed for Financial Year and £3,399 was received from HMRC under this heading, but other sums were reclaimed and allocated under different headings (£889 for BK Farewell and £230 for the Come & Sing). Programme Sales and Programme Advertising both increased but income from Friends and Patrons fell slightly.

Total expenditure rose to £91,136 (from £89,324) largely due to a considerable rise in the cost of hiring Dorking Halls. We monitor these hiring costs closely, but must recognize that the scale of charges is set by Mole Valley District Council and thus is largely beyond our control. Also we have been holding the Combined Rehearsals at the Dorking Halls instead of the URC Hall at considerable greater cost.

These results should be regarded as a wake-up call with respect to our finances. If we want the Festival to continue as it is now, promoting quality concerts in a prestigious venue built for the Festival, we clearly need a more stable source of income. With a new Festival Conductor and the retirement of several key volunteers, we are entering a new phase of the Festival's history. One way of achieving the income needed to finance the development which will undoubtedly come would be to ensure that we always perform to a full house. The alternative to selling the tickets to achieve this is likely be a much more radical review of the Festival's structure and purpose

Finances

The attached Financial Statements show the state of the Festival's finances as at 30 June 2016.

LEITH HILL MUSICAL FESTIVAL

Statement of Financial Activities for the year ended 30 June 2016

INCOME AND EXPENDITURE

Total Income	2016	2015
Concert Income		
Sale of tickets	33,250	29,383
Sale of Programmes	3,876	3,780
Programme Advertising	2,501	2,185
Choir Entry Fees	<u>18,302</u>	<u>18,634</u>
	57,929	53,982
Other Income		
Friends and Patrons	5,516	6,209
Gift Aid Recovery	3,399	5,719
Donations	2,438	1,771
Fundraising	6,590	7,251
Other Income	1,578	1,512
Bequest	10,000	-
Interest & Investment	385	236
Come & Sing	1,233	4,782
Hire & Purchase of Music	<u>1,506</u>	
	32,345	30,603
Total Income	90,574	84,246

Total Expenditure

Concert Expenses – Direct Charitable		
Orchestra	26,854	27,634
Soloists	10,296	6,850
Hire of Halls, Organ & Piano	24,951	16,679
Conductors & Accompanists	11,923	13,561
Adjudicators	1,584	1,425
Hire & Purchase of Music	1,108	369
Printing & Advertising	<u>8,054</u>	<u>8,403</u>
	84,770	74,921
Other Expenditure		
Subscriptions paid	199	420
Insurances	835	835
Meals	2,226	1,355
General Admin expenses	1,656	1,676
Website	544	1,250
Bank Charges	686	7493
Shop Stock	20	94
Capital Expenditure	199	-
Commission (net)		<u>8,024</u>
	6,365	14,403
Total Expenditure	91,136	89,324

(562)(7,862)

Net income for the year

Other Recognized Gains and Losses

5

Fund Balances Brought Forward

67,96875,825

Fund Balances Carried forward

67,40667,968

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Balance Sheet as at 30 June 2016

Fixed Assets	2016	2015
Investments		254
 <u>CURRENT ASSETS</u>		
Shop Stock	807	827
Bank Current Account	5,548	11,066
Bank Business Account	11,535	6,527
CCLA Deposit Fund	<u>49,517</u>	<u>49,294</u>
	67,406	67,714
 <u>Net Current Assets</u>		
<u>NET ASSETS</u>	<u>67,406</u>	<u>67,714</u>

Following a change of Accounting Procedures in 2010/11, unpaid cheques at year-end are netted out of the bank balance.

G K Aslet
Chairman

Mrs A V E May
Secretary and Festival Organiser

G Ray
Vice-Chairman

Mrs J E M Rouse
Treasurer

Notes to the Accounts

1. Accounting Policies

General

These accounts have been prepared on a Receipts and Payments basis in accordance with the Statement of Recommended Practice on Accounting by Charities.

Investments

Fixed asset investments are stated at market value. Other expenditure, not qualifying as a fixed asset, is written off in the year of acquisition.

Income

Donations are accounted for when received. Investments are generally held for the long term and interest is accounted for when received.

LEITH HILL MUSICAL FESTIVAL

2. Fundraising

	2016	2015
Produce sales and Other	1,510	2,042
Book Sale	44	85
LHMF 50:50	938	1,852
Swimarathon	773	746
Cards	144	235
Bike Ride	596	3,017
Raffles	<u>2,585</u>	<u>539</u>
	6,590	8,526

3. Other Income

	2016	2015
Youth Day	128	236
Festival Sales	<u>1,450</u>	<u>1,275</u>
	1,578	1,511

Brian Kay Farewell

Tickets	2,484.00	
Donations	4,124.50	
From General Admin	5.13	
Gift Aid Recovery	888.65	
Hire of Hall	825.6	
Wine/Flowers	341.51	
Canapes/drinks	3,114.70	
Photos	54.18	
Book of Memories	1,206.29	
Music Case	210	
Entertainment	500	
Cheque to Brian Kay	<u>1,250.00</u>	
	7,502.28	7,502.28

Other Recognized Gains and Losses (General Fund)

	2016	2015
Unrealized gains and losses in year		5

4. Shop Stock

SSAP 9 requires stock to be valued at the lower cost or net realizable value.

	2016	2015
Gross Stock at cost	807	827

LEITH HILL MUSICAL FESTIVAL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LEITH HILL MUSICAL FESTIVAL

I report on the accounts of the Trust for the year ended 30 June 2016, which are set out on pages 1 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission 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 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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.

J T Farrar ACIB
Hill View House,
Park Close,
Fetcham
Surrey

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