



Charity Name	No
Sheringham and Cromer Choral Society	281467

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/08/2018		31/07/2019

Section A Receipts and payments

	General Funds to nearest £	Restricted Funds to nearest £	Cash in Hand to nearest £	Total Funds to nearest £	Last year to nearest £
A1 Receipts					
Membership Subs & Deposits	7,260	480		7,740	7,530
Concert Receipts	6,874			6,874	5,151
Fundraising Events & Activities	526			526	1,146
Member Donations		220		220	440
Gift Aid (Tax Relief)	1,208			1,208	1,380
Sales	121			121	262
Bequest		16,075		16,075	-
Grants & Charitable Donors	2,524			2,524	2,360
Misc Receipts	11			11	2
Sub total (Gross income for AR)	18,524	16,775	-	35,299	18,271
A2 Asset/investment sales					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	18,524	16,775	-	35,299	18,271
A3 Payments					
Member Bursaries & Deposit Refunds		500		500	560
Rehearsals, Insurance & NFMS Subs	5,972			5,972	6,478
Committee Expenses & Bookkeeping	558			558	987
Marketing, Website & Photography	216			216	376
Concert Payments	12,093			12,093	10,247
Costs of Fundraising	180			180	180
Misc Payments				-	-
Sub total	19,019	500	-	19,519	18,828
A4 Asset/investment purchases					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	19,019	500	-	19,519	18,828
Net of receipts/(payments)	- 496	16,275	-	15,780	- 557
A5 Transfers between funds					
		930		930	516
	-	516		- 516	
		200	- 200		
A6 Cash funds last year end					
	5,792	2,606	200	8,598	8,639
Cash funds this year end	5,296	19,495	-	24,792	8,598

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

	General Funds to nearest £	Restricted Funds to nearest £	Cash in Hand to nearest £
Society Account		3,420	-
Reserve Account - Society	5,296		
Reserve Account - Proctor Bequest		16,075	-
Total cash funds	5,296	19,495	-

(agree balances with receipts and payments account(s))

OK

OK

OK

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Diana Sallon

DIANA SALLON

19/08/2019

Sheringham & Cromer Choral Society Management Accounts for Year Ended 31st July 2019

INCOME					2017/18	+/-
GENERAL FUNDS						
Members/Society:	Membership Subs	7260.00			7250.00	10.00
Concerts:	Come & Sing	104.36			0.00	104.36
	Autumn Concert	2680.00			1994.50	685.50
	Spring Concert	2455.38			1947.69	507.69
	Summer Concert	1634.34			1209.00	425.34
Fundraising:	Raffles	130.00			162.25	-32.25
	Fish & Chip Supper Quiz	194.00			303.40	-109.40
	Event (cancelled)	0.00			238.76	-238.76
	Sales	120.50			261.85	-141.35
	Donations	202.10			180.00	22.10
	Gift Aid	1207.87			1641.56	-433.69
	Grants	2524.00			2360.00	164.00
Miscellaneous	Bank Interest	11.17			1.99	9.18
	TOTAL GENERAL FUNDS	18523.72			17551.00	972.72
RESTRICTED FUNDS						
	New Member Deposits	480.00			280.00	200.00
	Donated Member Deposits	220.00			440.00	-220.00
	Barbara Proctor Bequest	16075.45			0.00	16075.45
	TOTAL RESTRICTED FUNDS	16775.45			720.00	16055.45
	TOTAL INCOME	35299.17			18271.00	17028.17
EXPENDITURE						
GENERAL FUNDS						
Members/Society:	Rehearsals & NFMS Subs/Insurance	5971.64			6478.50	-506.86
	Committee & Member Expenses	258.39			266.79	-8.40
	Finance Officer @ £60/month x5	300.00			720.00	-420.00
	Website @£18/month x12	216.00			376.00	-160.00
Concerts:	Come & Sing	924.50			931.00	-6.50
	Autumn Concert	5732.57			3858.41	1874.16
	Spring Concert	2779.14			2899.64	-120.50
	Summer Concert	2657.01			2558.13	98.88
Fundraising:	Fees & Commission	180.00			180.00	0.00
	TOTAL GENERAL FUNDS	19019.25			18268.47	750.78
RESTRICTED FUNDS						
	Membership Bursaries	160.00			80.00	80.00
	Deposit Refunds	120.00			0.00	120.00
	Deposit Transfers to Bursary Fund	220.00			480.00	-260.00
	TOTAL RESTRICTED FUNDS	500.00			560.00	-60.00
	TOTAL EXPENSES	19519.25			18828.47	690.78
	SURPLUS/DEFICIT	15779.92			-557.47	16337.39
SUMMARY						
	Total Income	35299.17			18271.00	17028.17
	Total Expenses	19519.25			18828.47	690.78
	Surplus/Deficit	15779.92			-557.47	16337.39
	Funds B/F	8082.05			8639.52	-557.47
	Closing Accounts Balance	23861.97			8082.05	15779.92
	Advance Receipts	1238.66			726.00	512.66
	Advance Payments	-309.00			-210.00	-99.00
	Closing Bank Balances	24791.63			8598.05	16193.58

FUNDS HELD	Society Acc	Cash in Hand	Reserve Acc	TOTAL	2017/18
Restricted Funds:					
For Member Deposits	1800.00			1800.00	1660.00
Float				0.00	-200.00
For Bursaries & Deposit Refunds	690.00			690.00	630.00
Proctor Bequest			16075.45	16075.45	0.00
Net Receipts for 2019-20	929.66			929.66	516.00
Total Restricted Funds	3419.66	0.00	16075.45	19495.11	2606.00
Unrestricted Funds	-495.53		5792.05	5296.52	5792.05
Cash in Hand				0.00	200.00
Transfer of Funds	495.53		-495.53	0.00	0.00
Total All Funds	3419.66	0.00	21371.97	24791.63	8598.05

CONCERT BREAKDOWN

	13-Oct 18 Come & Sing	10-Nov 18 St Peter's	06-Apr 19 Cromer	13-Jul 19 Auden	TOTAL ALL
Ticket Price:	FREE	£12	£12	£14	
No. Audience:	113	160	134	79	
Ticket Price:	FREE	£15	£15	£16	
No. Audience:	40	16	15	9	
Comps for Guests, U18s & Stewards:	0	16	14	6	
Concert Receipts:					
Ticket Sales	0.00	2160.00	1833.00	1250.00	5243.00
Comps for Guests, U18s & Stewards	0.00	192.00	168.00	84.00	444.00
Programme Sales	0.00	225.00	194.00	117.00	536.00
Programme Ads	0.00	103.00	153.00	183.34	439.34
Donations for Refreshments	104.36	0.00	107.38	0.00	211.74
TOTAL INCOME	104.36	2680.00	2455.38	1634.34	6874.08
Concert Payments:					
Tickets	0.00	22.41	24.79	25.17	72.37
Box Office Commission & Fees	0.00	136.50	76.80	31.00	244.30
Comps for Guests, U18s & Stewards	0.00	192.00	168.00	84.00	444.00
Programme Design & Print	0.00	155.00	150.00	138.00	443.00
Hire/Purchase of Scores, Folders, etc	71.00	421.76	315.46	214.31	1022.53
Orchestra	0.00	2105.00	500.00	0.00	2605.00
Conductor	350.00	400.00	400.00	350.00	1500.00
Accompanist	250.00	250.00	250.00	250.00	1000.00
Soloists & Choristers	0.00	656.40	300.00	650.00	1606.40
Flowers & Gifts	0.00	46.00	39.00	62.00	147.00
Venue Hire	92.50	250.00	255.00	374.03	971.53
Staging, Equipment & Instrument Hire	0.00	632.00	0.00	60.00	692.00
Publicity (Design, Print & Distribution)	122.00	143.00	143.00	162.00	570.00
Publicity (Advertising)	25.00	322.50	136.50	256.50	740.50
Catering	14.00	0.00	20.59	0.00	34.59
Contingency/Sundries	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES	924.50	5732.57	2779.14	2657.01	12093.22
SURPLUS/DEFICIT	-820.14	-3052.57	-323.76	-1022.67	-5219.14
Fundraising:					
Grants & Charitable Donors					
Cromer Town Council			680.00		680.00
Norfolk County Council		150.00		150.00	300.00
North Norfolk District Council	778.00				778.00
Crab & Lobster Festival		150.00			150.00
Geoffrey Watling Charity				616.00	616.00
Sales		36.50		84.00	120.50
Donations		97.10		105.00	202.10
Events & Activities (net)					
Raffle		130.00			130.00
Fish & Chip Quiz		194.00			194.00
TOTAL FUNDRAISING (NET)	778.00	757.60	680.00	955.00	3170.60
SCCS SUBSIDY	-42.14	-2294.97	356.24	-67.67	-2048.54



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Sheringham and Cromer Choral Society (SCCS)

On accounts for the year
ended

31/07/2019

Charity no
(if any)

281467

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/07/2019**

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~) in connection with the examination which gives me cause to believe that in, any material respect:*

- accounting records were not kept in accordance with section 130 of the 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:

26/08/2019

Name:

Barry Plunkett

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

Retired Financial Director and Accountant

Address:

31 Buckingham Drive

Hethersett, Norwich

NR9 3HT

Sheringham & Cromer Choral Society Treasurer Report for 2018-19

2018-19 was a year of contrasts for the Society finances, starting with a predicted deficit of £2,826 but ending with only a modest shortfall of £296 (covered by accumulated unrestricted reserve funds). This compared with a shortfall of £557 in 2017-18. Notable achievements in the year were an improvement in Membership to 90 by the year end (83 last year), stronger audience numbers for two out of the three concerts (overall average 138 cf. 104 last year), lower music hire costs and continued benefit from the major cost reduction measures taken by your Committee over the last two years. Gift Aid and choir fundraising were disappointing and we will address this in 2019-20.

In April the Society received a Bequest of £16,075.45 from the estate of the late Barbara Proctor, who had been a long-standing Member of the Society. Your Committee have decided that the monies be held in the Society's restricted reserves under a specific Proctor Bequest Fund Policy and be applied predominantly to projects that would normally be beyond the scope of the Society's finances. No drawdowns have been made to date. Potential expenditure of the funds for 2019-20 will be considered by the newly-convened Committee at the next Committee meeting after the AGM. Members' suggestions are sought.

Net of the Proctor Bequest, the Society's results can be summarised as follows. Income in 2018-19 was £19,224 against costs of £19,519 giving an overall deficit of £296. Funds of £8,082 were brought forward and £930 has been received for 2019-20, so the Society ends the year with a balance of £8,717. Of this balance, £3,420 is restricted for: member deposits (£1800), deposit refunds and hardship bursaries (£690 from members who have left and donated their music deposits) and amounts in respect of 2019-20 (£930 net). The remainder, a sum of £5,297 (cf. £5,792 in 2018-19) is held in unrestricted reserves, these being the balance accumulated over the years from Society surpluses and deficits. Although these protective reserves are currently satisfactory, we cannot afford to let them deplete on a regular basis.

For 2019-20 we have secured grants from: Norfolk County Council (£350), Cromer Town Council (£750) and North Norfolk District Council (£1,169) in addition to the balance of a grant secured by Rosie Glasgow last year from The Geoffrey Watling Charity of £242. Despite this sponsorship and notwithstanding the increase in the Membership Fee, the Society faces a potential £1,500 shortfall in 2019-20. In the absence of additional sponsorship or higher ticket charges, this shortfall could be mitigated by increases in membership, Gift Aid (at nil cost to us) and audiences; provision by members of their own scores; and choir fundraising.

The receipt of the Proctor Bequest increased total Society income to over £25,000, requiring us to have the Accounts formally examined by an Independent Examiner before

being submitted to the Charity Commission for public display. Barry Plunkett, who had acted for the Society previously, carried out the examination once again. We are very grateful to him for stepping in at short notice. He has advised he will not stand again next year, so we ask Members to suggest other retired accountants who may be willing to serve in 2019-20.

I cannot close without paying tribute to my predecessors, Lorraine Paskins and Rosie Glasgow, who in December handed over the Society finances to me in impeccable order. Rosie Glasgow in particular, originally as Treasurer and latterly as Finance & Fundraising Officer, had steered the choir finances and fundraising since 2013, starting with the rigours of obtaining and dealing with a large Arts Council Grant (Hawes and other projects) and then guiding us through some turbulent subsequent events with her customary calmness and wisdom, for all of which we owe her a huge debt of gratitude.

We have a challenging year ahead. Please help your Musical Director, Committee and fellow Members in whatever ways you can to make this a success.

Diana Sallon, Honorary Treasurer and Fundraising Officer