

Central London Orchestra



Annual Report and Accounts

Year Ended 31 July 2021

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PART A - ORGANISATIONAL REPORT

1. OVERVIEW, AIMS & OBJECTIVES

The Central London Orchestra (“the CLO”) is a dynamic amateur orchestra for players to share their passion for classical music in a fun and relaxed setting. The CLO is community-based and exists purely for its members' enjoyment. Key decisions are put to vote and the committee are very receptive to new ideas.

2. ACTIVITY REVIEW

Unfortunately, the Covid-19 pandemic has seriously affected CLO’s sixth year. The year began on a tentatively positive note, with two successful and enjoyable sectional rehearsals arranged in early autumn. A great deal of effort was made to ensure that the rehearsals were as “Covid-secure” as possible. However, the moving of London into “Tier 3” restrictions and subsequent November and January lockdowns put paid to any further activity until May.

A summer term of five rehearsals and a concert was put on, which ran for the most part very smoothly, largely down to the groundwork that had been laid earlier in the year. We can be very proud of the quality of the concert we were able to put on despite the low number of rehearsals and the disrupted preparation. We also, for the first time, put on a Saturday rehearsal which incorporated a social, which was well attended and enjoyable. The audience numbers at the concert were however low (roughly 20) due to the ongoing Covid-19 issues.

Feedback from members continues to be positive.

Despite making a loss this year due to putting on a term with very low concert attendance, our finances continue to be healthy. The orchestra tax relief money that we claimed helped to mitigate our year’s losses, and our finances were in a very strong position at the beginning of the year and thus we have been able to weather the pandemic well. Our net assets remain significantly higher than the minimum reserves level.

3. MEMBERSHIP UPDATE

Paying CLO membership for this year (23 paying members) has reduced significantly from previous years (around 53 in year four, and 43 in year five). Whilst there were exceptional circumstances in play last term, we do need a push to increase membership levels in the coming term. Members are therefore encouraged to contact any contacts they have of a Grade 8+ standard who might be interested in joining, for any string instrument, and also for flute.

4. FUTURE PLANS

Return to “normality”: We are planning as close to a “normal” term next term as possible, with rehearsals beginning on 2nd September and a concert on 4th December. We had hoped to put on a special concert in December 2020 in celebration of CLO’s 5th anniversary. Any suggestions on how we could instead make the December 2021 concert a special celebration will be most welcome.

Conductor: John Warner's tenure as conductor of CLO concludes at the end of July 2022. The committee will be instigating a process to find a replacement conductor across the first half of 2022.

Orchestra tax relief: The CLO will continue to claim "orchestra tax relief" going forwards. There had, pre-Covid, been an intention to consult members on the best uses for any orchestra tax relief money. Owing to the exceptional circumstances of the last year, the committee felt it appropriate to put last year's orchestra tax relief money towards getting CLO rehearsing and performing again, to mitigate against the high expenditure of doing this. As membership and concert attendance (hopefully) return to pre-Covid levels, the committee will consider whether it is appropriate to open a member consultation on use of future OTR money.

Venues: We have maintained a good relationship with St Giles Cripplegate throughout the pandemic. It remains our first choice of concert venue. St Katherine Cree remains an alternative (and cheaper) option if necessary. We continue to use St Botolph's for rehearsals.

Any other ideas with regards to future plans are welcome.

5. STRUCTURE, GOVERNANCE & MANAGEMENT

The method of appointment of committee members is set out in the CLO constitution. At the minimum membership of the committee consists of a chair, a manager and a treasurer, as well as any number of other members.

The members of the committee for the year ended July 31, 2021 were as follows:

Chair: James Egleton
Communications Manager: Beatrice Edwards
Events Manager: Matthew Li
Librarian: Ju-Vern See
Membership Rep: Kirsty Wood
Treasurer: Sarah Dove

Our conductor, John Warner, also attends regular meetings of the committee.

PART B - FINANCIAL REPORT

6. FINANCIAL STATEMENT

6.1 Receipts and Payments account - year ended 31 July 2021

	Term 1	Term 3	TOTAL
	Actual	Actual	Actual
PROFIT & LOSS	£	£	£
Income			
Membership	212.38	595.50	807.88
Orchestra tax relief	891		891.00
Gift Aid reclaim			0.00
Tickets		115.42	115.42
Total Income	1,103.38	710.92	1,814.30
Expenditure			
Conductor		-1,050.00	-1,050.00
Rehearsal Venue	-154	-492	-646.00
Covid supplies		-26.9	-26.90
Concert Venue		-400	-400.00
Social		-179.26	-179.26
Music Hire & Print	-7.89		-7.89
Insurance		-183	-183.00
Website		-86.4	-86.40
Percussion		-115	-115.00
Total Expenditure	-161.89	-2,532.56	-2,694.45
PROFIT / (LOSS)	941.49	-1,821.64	-880.15
	Term 1	Term 2	TOTAL

6.2 Statement of assets and liabilities - year ended 31 July 2021

BALANCE SHEET	
<u>Current Assets & Liabilities</u>	
Cash Funds	3,348.1
<u>Non Current Assets & Liabilities</u>	
Fixed Assets	400.00
-	
NET ASSETS	3,748.10

7. FINANCIAL REPORT

The orchestra has suffered a loss this year. This is due to low concert turn out (roughly 20 guests), reduced membership fees to reflect the fewer rehearsals (half the rehearsal = half fees) and lower membership numbers (circa 25 fewer). However, we are still above the required cash reserves of £2,100 with a balance of £3,384.1.

Term 1

- There were two rehearsals in the autumn one for strings and one for wind that were paid online per person
- There were minimal costs associated with this
- The orchestra tax relief provided us with £891 which helped mitigate the loss of the year

Term 2

- Cancelled due to Covid-19, and incurred no income or expenditure.

Term 3

- A concert was put on with a discount rate from the venue of £400
- Ticket sales were low and had a reduced price providing only £115 in revenue
- There was an orchestra social after the Saturday rehearsal and lunch was provided
- Standing costs including for the website and insurance were incurred
- The conductor cost also includes two rehearsals from term 1, which were invoiced together and the rehearsal that was cancelled with 30 minutes notice due to a positive covid test.
- Gift aid has been applied for and is expected to be circa £150.

Fixed assets

- The orchestra had fixed assets of a pair of cymbals and clash cymbals
- Live listings remain for selling these

8. FINANCIAL FORECAST

A concert is being planned for term 1 2021/22. There will need to be a push to increase membership back to pre-covid levels.

Membership fees: The standard fee per term currently stands at £55/£32 (£68.75/£40.00 after Gift Aid claim). These fee amounts compare very favourably to other amateur orchestras in Central London. Given we will reapply for Orchestra tax relief it is suggested these remain the same for the coming term.

Conductor fee package: £100 per rehearsal, £200 termly management fee. £50 per member concerto audition and £50 per concert programme notes edited not expected.

Percussion investment: No significant percussion purchases are expected.

9. CASH RESERVES POLICY

The CLO's cash reserves policy is unchanged from Year 1. It is to maintain reserves at least equivalent to the level of non-discretionary expenditure required for one 10-week term of operations.

We consider the following expenditure as necessary in order that the orchestra may continue its operations:

Conductor rehearsals fee (£100) x 11 (including concert day) + £200 termly management fee = £1,300

Rehearsal venue hire = £72 x 10 = £720

Insurance: £180 per year/3 terms = £60

Total minimum reserves = £2,100