

# Trustees' Annual Report (Accompanying Accruals Accounts)

Section 1	Legal and Administrative Information																														
Charity name	<b>The Society of Recorder Players</b>																														
Other names charity is known by																															
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Charity's principal address	<p>If including the charity's address might put any person whose name is required to be given in this report in personal danger please contact the Dispersions officer at the Charity Commission. We can give permission for the address not to be disclosed here.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td colspan="7"><b>3 The Smithy</b></td></tr> <tr><td colspan="7"><b>Devauden</b></td></tr> <tr><td colspan="7"><b>Chepstow</b></td></tr> <tr> <td style="width: 60%;"><b>Monmouthshire</b></td> <td style="width: 10%;">Post Code</td> <td style="width: 5%;"><b>N</b></td> <td style="width: 5%;"><b>P</b></td> <td style="width: 5%;"><b>1</b></td> <td style="width: 5%;"><b>6</b></td> <td style="width: 5%;"><b>6</b></td> <td style="width: 5%;"><b>Q</b></td> <td style="width: 5%;"><b>A</b></td> </tr> </table>	<b>3 The Smithy</b>							<b>Devauden</b>							<b>Chepstow</b>							<b>Monmouthshire</b>	Post Code	<b>N</b>	<b>P</b>	<b>1</b>	<b>6</b>	<b>6</b>	<b>Q</b>	<b>A</b>
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Description of the charity's trusts	<p>This should include:</p> <ul style="list-style-type: none"> <li>details, including date if known, of the charity's governing document (eg trust deed, will, constitution etc) and</li> <li>a brief explanation of the charity's objectives</li> </ul> <p>Where applicable, you <b>may choose</b> to give details of any specific investment powers of the charity</p>																														
Governing document	<p>The Rules of the Society, adopted on 24 May 1981 and amended from time to time by the Annual Conference.</p>																														
Objects of the charity	<p>The education of the public in the study, practice, and appreciation of the art of music and the allied arts and in particular ... the promotion of the education of the public in the study, practice and appreciation of the recorder and its repertoire.</p>																														
Specific investment powers																															

Please provide additional information on separate sheets where necessary

**Section 1****Legal and Administrative Information (continued)**

Professional advisers

You **may choose** to provide the names and addresses of any advisers regularly used by the charity, eg bankers, solicitors and investment advisers


**Section 2****Trustees and Governance**

Names of the trustees (including the directors of corporate trustees)

- The names of all charity trustees should be given in column (a) below. "Charity trustees" are the persons responsible for the management of the charity. Include the names of the charity trustees at the date of the report and of anyone else who acted as a charity trustee during the period covered by this report. You **may choose** to add the title of any office held (eg Chair, Treasurer, Secretary, etc) after the name.
- If any of the named charity trustees acted only for part of the period covered by the report or were appointed or resigned after the period end, the dates during which they acted as charity trustee should be given in column (b) below.
- If a body corporate is the charity trustee, or is one of the charity trustees at the date of this report, the names of the "directors" of the body corporate should be given in column (c) below.
- The name of any person or body entitled to appoint one or more new charity trustees should be given in column (d) below (eg the charity trustees themselves, the members of the charity, the settlor or founder of the charity etc).
- The maximum number of charity trustees that must be named is 50. If there are more than 50 charity trustees at the date of this report, only the names of 50 need be given, but include the trustees who are officers (Chair, Secretary, Treasurer, etc). An additional sheet may be appended if necessary.
- If including a particular name might put the person concerned in personal danger, please contact the Dispensation Officer at the Charity Commission who can give permission for the name(s) not to be disclosed.

Name of trustee (details of any office held may be added after the name)	Dates during which the named trustees acted if not for whole period of this report	Names of directors of any corporate charity trustee at the date of this report	Name of person (or body) entitled to appoint any charity trustee
(a)	(b)	(c)	(d)
Andrew Short <i>Chairman</i>			Annual Conference
Alistair Read <i>Secretary</i>			Annual Conference
Brian Fraser-Hook <i>Treasurer</i>			Annual Conference
John Allen <i>Memb. Secretary</i>			Annual Conference
James Rowley <i>Ctrl/Os Sec.</i>			Annual Conference
Mary Tyers <i>Compet. Admin.</i>			Annual Conference
Robert Horsley <i>Publicity Offr.</i>	To 18/04/2004		Annual Conference
Madeline Seviour <i>Editor</i>			Annual Conference
Moira Usher <i>Training co-ord.</i>	From 18/04/2004		Annual Conference

*(continuation sheet included)*

Please provide additional information on a separate sheet where necessary

**Section 2****Trustees and Governance (continued)**

Please explain briefly how trustees are elected or appointed.

Trustee selection method

Officers are elected annually by the Annual Conference. Musical Advisers (who have been elected to that position by Annual Conference) serve in rotation on the Committee for a three-year term, one joining and one leaving each year. Other Trustees are elected for three-year terms by the Annual Conference, two each year.

Names of the charity's custodian trustees

Please give the name of any person who is a "trustee for the charity" at the date of the report, or at any time during the period covered by this report. "Trustee for the charity" means someone who holds the title to property belonging to the charity, without having any management responsibilities (for example a custodian trustee or other nominee).

Name	Dates acted if not for whole period of this report
none	

**Section 3****Activities and Achievements**

Charity's activities and achievements during the year

Explain here about what the charity is trying to do and how it is going about it. You **are only required** to provide a brief summary of the main activities and achievements of the charity during the year in relation to its objects.

Where applicable, you **may choose** to include comments about:

- the charity's organisational structure;
- any significant changes, development and future plans;
- any related parties, charities or other organisations with which the charity co-operates in its work;
- the contribution of volunteers;
- the effectiveness of any fund-raising activities; and
- any funds in deficit, the reasons and any action being taken.

The Society continued to promote the recorder as a serious instrument, to facilitate the raising of standards, and provide opportunities for playing to all who join, through group playing in branch meetings and larger Festivals, workshops and competitions.

The final instalment, £19,883, of the legacy of the late Arthur Ingram, was received. The Arthur Ingram fund is accounted separately for identified charitable purposes. In the year under review expenditure was principally to support leadership training.

The **National Youth Recorder Orchestra (NYRO)**, a subsidiary of the Society, had its second course and concert in August 2003, supported by a grant from the National Foundation for Youth Music at a reasonable cost to the young players

The **SRP Walter Bergmann Fund**, administered by a Sub-Committee, continued to give grants to further the studies of young players in financial need. Many members contributed to the fund-raising in various ways. Some grants were given to needy young players in NYRO.

Branches undertook activities in the wider community. Examples included: playing in public places like shopping centres; workshops in primary schools; performances in residential and nursing homes.

Please provide additional information on a separate sheet where necessary

## Section 4

## Policies

Charity trustees should give in their report a description of the policies that they have adopted:

- for the selection of investments for the charity;
- for determining the level of income reserves held, stating and explaining the level of reserves held; and
- where grants are made by the charity, for the selection of individuals and institutions who are to receive grants out of the assets of the charity.

In addition you **may choose** to:

- confirm that the trustee body has undertaken a review of the major risks to which the charity is exposed. and that systems designed to mitigate
- those risks have been considered; and
- where the charity has a policy for the selection of investments, to comment on the investment performance achieved.

Reserves policy

The **main fund** maintains a reserve approximately equal to the annual turnover. The **SRP Walter Bergmann Fund** reserve of about £30K provides investment income for grant-giving. The **SRP charitable fund** (Ingram legacy) of about £180K is being used cautiously for new activities in support of charitable objectives.

Grant-making policy

The **SRP Walter Bergmann Fund** helps young people in their development as recorder players with grants towards tuition, purchase of instruments, course fees and examination fees, where there is evidence of financial need. The **main fund** supports festivals and workshops by providing a guarantee against loss. The **Ingram fund** supports the National Youth Recorder Orchestra.

Investments selection policy

Funds are held in Bank and Building Society accounts, including a Charities account that is free of tax.

Review of major risks

The mainstream activities of the Society carry only a slight risk of major unexpected expense, adequately covered by the reserves and Public Liability Insurance. A disaster befalling the National Youth Recorder Orchestra could be costly, and Public Liability and Employer's Liability insurance cover has been obtained.

## Section 5

## Signature and Declaration

Declaration

I declare, in my capacity of charity trustee, that:

- the trustees have approved the report above; and
- have authorised me to sign it on their behalf.

Signature

Full name

Andrew David Short

Position (eg Secretary, Chair, etc)

Chairman

Date

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Please provide additional information on a separate sheet where necessary

Continuation sheet – additional charity trustees

Charity name	The Society of Recorder Players					
Registered charity number	2	8	2	7	5	1
For the financial year beginning on	0	1	0	9	0	2
For the financial year ending on	3	1	0	8	0	3

Names of additional charity trustees

Name of trustee (details of any office held may be added after the name)	Dates during which the named trustees acted if not for whole period of this report	Names of directors of any corporate charity trustee at the date of this report	Name of person (or body) entitled to appoint any charity trustee
(a)	(b)	(c)	(d)
Graham Danbury <i>Chair WBF</i>	Until 27/04/2003		Annual Conference
Eileen Silcocks <i>Mus. Adviser</i>	Until 27/04/2003		Rotation
Alyson Lewin <i>Mus. Adviser</i>	Until 18/04/2004		Rotation
Colin Martin <i>Mus. Adviser</i>			Rotation
Andrew Collis <i>MA &amp; Ch, WBF</i>	From 27/04/2003		Rotation & Ann.Conf.
Helen Hooker <i>Mus. Adviser</i>	From 18/04/2004		Rotation
Sylvia Davies	Until 27/04/2003		Annual Conference
Margaret Shearing	Until 27/04/2003		Annual Conference
Hilary Oliver	Until 18/04/2004		Annual Conference
David Beare <i>NYRO mgr.</i>	Until 31/10/2004		Annual Conference
Norma Herdson	Until 31/10/2004		Annual Conference
Peter Sturgeon			Annual Conference
Ursula Burchette	From 27/04/2003		Annual Conference
David Scruby	From 27/04/2003		Annual Conference
Sandra Foxall	From 18/04/2004		Annual Conference
Margaret Shearing	From 18/04/2004		Annual Conference