



# THE SOCIETY OF RECORDER PLAYERS

Registered Charity No. 282751

## OFFICERS' REPORTS TO COMMITTEE, 16.02.03

### SECRETARY

Whilst enquiries addressed to me about the Society continue to decline, I understand that the number of hits against our website continue to rise; and I know as a branch official numbers have improved quite considerable. Feedback from branches whose secretaries are on-line would be welcome for my report to the forthcoming conference.

I am pleased to report that, following a timely reminder in my last report, there has been an improvement in pastoral visitor requests made through me.

As you will know, the Winter 2002 edition of the *Recorder Magazine* did not carry the SRP Secretaries listing. I have now been advised that, owing to lack of space, this listing will also be omitted from the Spring 2003 edition. This gives me cause for concern. Accordingly, the changes mentioned below should be used to update your records:

Recently appointed branch secretaries:

#### North London

Ms Vivien Taylor, 45 Fotheringham Road, Enfield EN1 1PX (020 8366 4997)  
vivientaylor@tiscali.co.uk

#### Wessex

Dr Bob Whitmarsh, 21 Berewecke Avenue, Winchester SO22 6BH (01962 868862)  
rbw@soc.soton.ac.uk

#### Peterborough

Clarification of email address: should read ... joan.lee6@ntlworld.com

Alistair Read

### COUNTRY AND OVERSEAS SECRETAR0Y

Current figures:

UK	149	Ordinary	132
Rest of Europe	23	Family	40
Rest of World	18	Life	5
	.....	Student	<u>13</u>
	<u>190</u>		<u>190</u>

But 24 of these have not paid their renewal subscriptions, which reduce the figure to 166.

Corporate Members: 5, one less than last year (Herbert Paetzold resigned).

Orchestras (affiliated): 4, as before

Jim Rowley

**MEMBERSHIP SECRETARY**

Branch returns as of 6 February show that 12 have gained members [+33], 28 have lost members [-79], while 8 show no change. Returns have yet to be received from DUR and EBK. The new branch, PLM, has 32 members to date. It looks therefore as though total numbers this year will be similar to last.

Copies of the relevant computer file were sent out on 3 February to all branches for proof reading in preparation for the new Address List, which it is intended will be ready for distribution at the Annual Conference. Replies have already come in from 15 branches! As usual, electronic copies of the List will be sent out as soon as it has been finalized.

John Allen

**BRANCH REVIEW EDITOR**

The Autumn issue arrived very late - due, I believe, to illness of the designer. The layout was somewhat bizarre, with the Secretaries page in very large type spilling over on to the following page.

The Winter issue - new designer - arrived in good time. However, the Secretaries page was omitted without reference to Alistair or myself. I've mentioned this to Andrew Mayes and he will try to make sure this doesn't happen again. Our space was cut to less than three pages, so there should have been room for the Secretaries page.

The Spring issue contains a very well written obituary for Enid Hunt. There is a good report from the new Plymouth branch, and an update on Festival arrangements.

For the Autumn issue Wessex branch have agreed to provide a review of the Festival.

Madeline Seviour

**TRAINING CO-ORDINATOR [EXAMINATION SECRETARY]**

No report received

**CHAIRMAN, WALTER BERGMANN FUND**

The highlight from the WBF Committee was Walter's Centenary Concert in December. There was a splendid programme and the concert was very well attended. We hope that it helped to raise the profile of the Fund. Walter's daughter and other members of the family were there and seemed to enjoy the occasion. Particular thanks are due to Andrew Collis who organised the whole event and Barbara Law who encouraged and assisted him. Otherwise the Fund's work continues in dealing with Grant Requests.

Graham Danbury

**PUBLICITY OFFICER**

Nothing to report

## **COMPETITION ADMINISTRATOR**

The first entries have arrived and I should have fairly firm numbers by the date of the committee meeting as the closing date for the competition is 14th Feb 2003.

As of 4th Feb 2003 we were still awaiting final confirmation of both the date and precise venue for the competition—I shall be contacting Vanessa (Early Music Shop) again prior to the committee meeting to see if they are any further forward themselves regarding final arrangements concerning the Exhibition. Our concerns about the venue have been forwarded to them.

I confirm that my understanding of the costs involved regarding the adjudicators fees are to be chairman, shared Moeck and SRP; cost for the other two members to be divided equally between Moeck and SRP. I shall seek further confirmation of this from Vanessa as I must admit that nothing got agreed in writing between ourselves and the Early Music Shop.

I am also a little unclear regarding the cost to SRP for prizes or to be more precise which 'pot' the money will be coming from. As in previous years Moeck are definitely responsible for funding the first prize (£500 plus recital). The Walter Bergmann fund has financed the other prizes in the past and prior to the committee meeting I shall be seeking confirmation of their intentions for the 2003 competition as there is some confusion about this at the moment.

In conclusion, a few loose ends to tie up but in general things are progressing reasonably well considering the number of changes which have been made.

Mary Tyers

## **TREASURER**

### **Provisional Accounts For The Year Ended 31st August 2002**

#### *Central Fund*

The provisional accounts for the year ended 31st August 2002 show a deficit of £805.11.

Total income for the year was £20,006.05, some £414 greater than last year's figure. Subscription income of £18,617 (including Corporate Subscriptions) was £306 greater than last time. Interest from our COIF and Barclays Deposit accounts totalled £4,315 and was distributed in proportion to the respective assets of the Central, Walter Bergmann and Arthur Ingram Funds. The Central Fund's proportion of 24.7% amounted to £1,064.67 and Guildford's 2002 Festival produced a profit of £316.65.

Total expenditure was £20,811.16. Major items were the cost of the Magazine at £11,438, Pastoral visitors' expenses at £1,908 (£234 less than last year), Committee Expenses at £2,096 and the cost of the Annual Conference at Guildford was £1,636.

Other notable items of expenditure were Phones and Postages which cost £546, Printing and Stationery amounted to £321 and Publicity was £142. The Internet Presence cost, which included renewal of our Domain Name and four e-mail addresses, was £375 and Liability Insurance premium was £818 (this included an ex-gratia payment to the Irish branch to help with their separate insurance). The Conducting Workshops cost £426, and £938 was spent by the SRP-Moeck Competition account.

We made ex-gratia payments of £67 and £76 to Aberdeen and Glasgow branches respectively for their 2001 and 2000 Alva Scottish Recorder Festivals.

As a result of these figures the Society's reserves were £22,474.56 at the 31st August 2002.

### *Walter Bergmann Fund*

Total income for the year was £4,966. Donations received totalled £3,340, which included £1,198 from the sale of instruments and music from the collections of **Anne Blackman, David Mitchell, Edgar Hunt, Ken Kenworthy, Mildred Allison** and others un-named. The 37.7% share of Deposit Accounts Interest was £1,626.

Expenditure totalled £6,221. Individual grants were £5,573 and £600 was given to the SRP/Moeck competition for the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> prizes. Phone, Postage and Travel amounted to £48. The resulting deficit of £1,255 for the year brought the fund's reserves down to £39,791.31.

### *Arthur Ingram Fund*

This separate fund is the result of Arthur Ingram's generous bequest and will be used for projects suggested by committee and approved by Annual Conference. We have received two distributions from the estate during the year totalling £150,000.00. A further small distribution is expected within the next few months to complete the bequest.

The Fund has been used during the period to support the 2002 NYRO activity and, although I have Colin Touchin's papers on his transactions there is insufficient detail at the moment to allow reconciliation of actual receipts and payments with the presented papers. I hope to have requested clarification on a number of points from Colin by the time of the committee meeting. I will, therefore limit my report to the relevant entries in the Central Fund Income and Expenditure accounts: -

Income to the fund was the bequest distribution of £150,000 and the 37.6% share of Deposit Accounts Interest which amounted to £1,625. A further £70 was received from the sale of NYRO CDs during the accounting period.

Expenditure from the fund was wholly for the NYRO project and totalled £19,413. Audition costs were £1,262, Course accommodation was £15,540, Course Tutors' Fees were £2,300 and Course Insurance was £263. At 31<sup>st</sup> August the fund's reserves were £132,281.47.

This summary of the Arthur Ingram Fund's accounts excludes Income from Course Fees, Concert Tickets, Sponsors and other incomes received directly by Colin Touchin and any expenses paid out by Colin Touchin during the period to 31<sup>st</sup> August 2002. The balance in the NYRO bank account operated by Colin Touchin at the 31<sup>st</sup> August 2002 was £8722.59 making the provisional cost of NYRO 2002 during the financial year to be £10,690.50.

### *The Current Year*

The final distribution of **Arthur Ingram's** estate of £19,883.59 was received in December. However, **Margaret Duff** felt upset that the charities had to pay the tax on her "tax free" bequest and has recently sent us a donation of £1,000.

**Subscription** income to date is £17,576 and there are 10 branch subscriptions outstanding amounting to some £3,200 based on last year's figures. I urge those branches to send in their subscription s as soon as possible.

Only 13 claims for **Pastoral Visits** have been received and paid to date totalling £617, an average cost of £47.50, similar to last year's figure. There are a further 26 authorised visits which could be claimed before the end of August at a further approximate cost of £1470. More authorisations are likely.

I have no information on the likely cost of the 2003 **competition** for the current year and estimate a figure of £900.

On the basis of the year-to-date figures reported above and anticipated developments which I detail below, it is likely that we shall produce a deficit in the region of £860, in year to 31<sup>st</sup> August 2003.

<b>INCOME</b>	<i>Year-to-date</i>	<i>Year's forecast</i>
Subscriptions including Corporate Subscriptions	17,576	20,800
Bank Interest (15% say. Shared with WBF & A. Ingram a/c)	502	950
<b>Total</b>	<b>18,078</b>	<b>21,750</b>
<b>EXPENDITURE</b>		
Magazine	5,414	12,750
Annual Conference	0	2,000
Conductors Visits	617	1,850
Committee Expenses	287	1,200
Printing & Stationery – inc. Membership List	62	250
Phones & Postages	58	550
SRP-Moeck Competition 2003	0	900
National Youth Recorder Orchestra	123	0
Subscription to Making Music – NYRO?	258	258
Conducting Workshop	0	250
Publicity	0	150
Teachers' Guide	92	250
Internet Presence	100	150
Grant to ERTA 2003	1,000	1,000
Grant to MAN towards loss incurred in Oct 2002 Festival	200	200
Liability Insurance	30	852
<b>Total</b>	<b>8,241</b>	<b>22,610</b>

In apportioning income and costs it could be argued that the grant to **ERTA** should be paid from the Arthur Ingram fund. Similarly the subscription to **Making Music** should be debited to the NYRO account. I also feel that receipts from the sale of **NYRO 2002 CDs** should be credited to the Arthur Ingram fund since that was the source of funds which made the project possible.

If we do show a £860 deficit in the current year our reserves, excluding the Arthur Ingram fund, will be reduced to the region of £21,600.

I am pleased to report that, after having been quoted £1,500 to audit our accounts, the third firm I approached told me a professional audit wasn't necessary. It was confirmed by Graham Danbury that the £100,000 audit limit in the Charities Act 1993 was amended by Order in 1995 and is now £250,000. As a result **Robert Harrison** has agreed to return as the Society's auditor, or more correctly its independent examiner.

#### *Housekeeping*

**Outstanding Subscriptions:** - **COR, CUM, EDI, GLA, MLK, NCO, NOT, NTN, ROX** and **WRI**.

**Outstanding Branch Accounts** Ten branches have not sent me their **2000-2001** branch accounts: **COR, GLA, IRL, LIN, MLK, NTN, PET, SFK, SHE** and **WOK**. I had hoped to have a "Full House" by now. Please ensure that I receive these missing accounts in time for my report to Annual Conference.

That concludes my report on the Society's accounts.

B J Fraser-Hook

## **NATIONAL YOUTH RECORDER ORCHESTRA (NYRO) (Agenda item no. 5)**

### **Overall**

Final funding of the project was achieved by an award from Youth Music in November. This allowed finalisation of the programme as follows.

Auditions	Late March and early April in London, Birmingham, Manchester, Scotland and other sites as required.
Course	August 10th to Saturday August 16th 2003 at Haileybury school
Concert	Saturday afternoon August 16th in a London concert hall with reception afterwards.

An order has been placed for accommodation with Haileybury which is pleasant and has good musical facilities. I was in the final stages of negotiations with Wellington School when they told me that they could only offer facilities for 71 instead of the 88 originally specified. This was unfortunate as their facilities were nicer. Concert halls in London have been rather disappointing and expensive but I am going to see the Royal College early March which is available and will try others.

Offers of positions as tutors have gone to Helen Hooker, Marion Scott and Ross Winters who have all accepted. Contracts of employment have to be drawn up which will also cover the voluntary labour.

Audition application forms containing details of the event together with a poster and reprints of the Recorder Magazine insert have been sent out to over 700 locations including all last year's players and auditionees, specialist music schools, choir schools, independent schools with music scholarships, conservatoires, specialist libraries and local education authority music departments. Committee members, Musical advisors and teachers in the Membership List have all been emailed about the auditions.

NYRO has become a member of the National Association Of Youth Orchestras (NAYO) which is a source of advice and information about funding, VAT and insurance as well as publicity.

Work is proceeding with a Child Protection Policy and Criminal Record Bureau requirements. The audition arrangements have to be set up shortly.

### **Youth Music Award**

Our application to Youth Music was for a grant of £18,679 but we received only £15,982. They only offered 50% of our request in the areas of audition costs and administration. Since the application had been made I had been able to save a considerable amounts on the course accommodation so the additional costs have been absorbed.

With the award there came a lot of conditions and reporting which adds to the administrative burden. They are particularly keen on having trainees to learn the work of the Musical Director and Tutors. The age range for the grant was up to 18, so any players over this age will be trainee tutors. They also place great emphasis on outreach after the programme which we have provided by supplying all audition candidates with an information pack. It is also proposed to make players members of the SRP for a year when they hopefully will attend branch meetings and subsequently join. They will receive the Recorder Magazine for a year. Both these proposals were included in the budget. I shall propose at the meeting that a NYRO branch is formed to simplify the administration of this scheme.

## Finance

The overall budget is currently as follows. The positive income has arisen due to a substantial saving on accommodation costs over the first budget.

<i>Cost Centre</i>	<i>Expenditure</i>	<i>Income</i>	<i>Income less Expenditure</i>
	£	£	£
Fund Raising	271	20,226	19,955
Course Publicity	970	0	-970
Auditions	5,240	2,800	-2,440
Course	22,767	16,875	-5,892
Concert	4,110	2,550	-1,560
Administration	3,400	0	-3,400
Post Course Costs	739	0	-739
5% Contingency Funded by SRP	1,838	0	-1,838
Compact Disc	2,800	3,560	760
<b>Totals</b>	<b>£42,134</b>	<b>£46,011</b>	<b>£3,877</b>

After a number of problems, a Society of Recorder Players NYRO account has been opened with the Alliance and Leicester with the signatories Andrew Short, Helen Beare and myself (any two required which will normally be Andrew and myself). The banking books have yet to come, whereupon there will be some sorting out to do with central funds.

I am looking into recovery of VAT on our expenditure which needs further discussions with HM Customs and Excise but looks probable. Public and employer's liability insurance is currently being investigated by Dick Pyper and will have to be in place by the auditions. The premiums for both these types of insurance have generally increased substantially in the last year. Musical instrument insurance is not thought to be a problem but I am also looking into legal cost and cancellation insurance policies.

## Grants

The grant giving bodies were carefully scrutinised by Helen Beare either on the web or in information booklets purchased for this purpose before 6 applications were made. Out of these 6, we received two grants (Youth Music and Britten-Pears Foundation £250), three rejections and one is still pending.

To make application for grants is very time consuming as each application is different, requiring the text to be specially written and often special budgets prepared. They are also single sums of money for a particular year so requires a separate application for each year, providing the terms of the grant allow this. As a consequence we turned to looking at commercial sponsorship.

## Sponsorship

The first sponsorship came from Simon Whitbread Earthmoving without solicitation. SWE is owned by the parents of a player on NYRO 2002 who came back very enthusiastic.

Sponsors again need careful examination before writing to them to see if we are within their giving policy. Unfortunately sometimes their published policy changes and this only becomes apparent with the rejection letter. In all cases one needs a person's name to send the document to and this requires checking by phone. It became apparent that many only gave to charities near to their offices and branches which is why we tried Cumbrian firms with national identities. We had a few suggestions from SRP members but our requirements were not in line with their giving policy.

	<i>National</i>	<i>Cumbria</i>
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Sponsorship applications	55	23
Offer	1	1
Rejections	43	7
Pending	2	1
Consider for 2004		1
No Reply	9	13

The offers came from the Scottish equitable (£100) and from Stagecoach for buses within the North West of England only.

There have been a number of small offers from Mollenhauer, Aulos, Early Music Shop, Schott & Co, George Thorp and Recorder MusicMail.

### **Publicity**

Following on from NYRO 2002, 30 press releases were sent together with CDs where appropriate. These produced a two page feature in Music Teacher (Dec. 2002) and in the ISM Journal (Nov. 2002) and possibly others about which we are not aware. No review of the CD has been brought to our notice. The Summer issue of the Recorder Magazine carried a loose leaf insert on the Orchestra. The next issue will carry a CD review, article in Footjoint, a listing under Courses and a reprinted Sonnet.

Our own web site is a useful source of information to players and teachers. We have had 25 requests for audition forms from this source. There is a link to our site on the NAYO site and will shortly be one on Youth Music's site.

A press release is shortly will be made by Youth Music announcing the award and we have done one to newspapers and specialist magazines.

NYRO will have a publicity and information stand at the Manchester Festival with CDs on sale and possibly concerts tickets.

### **NYRO 2002 CD**

A further batch of 100 was ordered at the end of last year, making a total of 605. Since Christmas, sales have been only a trickle. There are about 65 left in stock which I expect will disappear slowly over the next 6 months. By far the most were bought by members of the Orchestra.

David Beare  
Project Manager

### **REPORT ON ISSUES AFFECTING THE FUTURE OF NYRO (Agenda item no. 6)**

There is no doubt that NYRO 2002 was a great musical success, hugely rewarding for the participants and produced a group of tremendously enthusiastic players. Under the right leadership, there is no reason why this should not continue, thereby developing both the status and renown of the recorder as a musical instrument and the players. However, over the 8 months that I have been involved with NYRO, a number of issues affecting the long term position of the orchestra have become evident. These require resolving if NYRO is going to have a stable future.

### **Finance**

The most important of these matters is finance. Applying for grants and sponsorship has been very time consuming. There are a number of books which provide guidance which we have followed.

- Most grant giving bodies have their own forms and require the information and budget to be presented in the manner that they specify. To apply to Youth Music took 4 days work and a similar time for the unsuccessful ones. Grants are one off events so the whole process has to restart the each year.
- Sponsorship for a sum in the range £10,000 to £20,000 requires approaching major firms such as banks or large retail businesses. Once a document has been prepared, it is relatively easy to tailor it to go to a number of prospective companies. However businesses receive requests for many times the amount of money that they have available. Most end up in the waste bin so it is important to get noticed, either by having a good presentation or knowing someone on the inside.
- Small business in the music and recorder trade do not have the turnover for this amount of money but are useful for peripheral support such as T shirts or prizes for the course.
- From the very limited information that I have, most other national youth orchestras charge considerably higher fees but are still looking for sponsorship as can be seen from their web sites.
- If we are to run the orchestra by fund raising, it needs to start much earlier. 2004 should be well underway by now with consideration being given to 2005. Otherwise one is having to undertake detailed planning, such as accommodation, without knowing whether the project can proceed or not. Apart from the obvious concern of not being able to make commitments until money is available, the programme and information for participants can not be released.

A decision on the future funding of NYRO needs to be made soon, whether this be by obtaining sponsorship or by self funding or other. As a matter of urgency, I think we ought to find out how other national youth orchestras find their income.

### **Staffing**

At present we are relying on volunteers and probably paying less than the rate for peoples' services. I would expect in the long term we will have to pay the rate for the job

1. On the course, we need one adult for every 8 children age 18 or under. Can we or should we rely on voluntary labour for this ?
2. Although I have not checked, I believe that we are paying below the normal rates to the musical staff, despite having increased the daily payments to the Musical Director and Tutors.
3. The administration has been quite heavy this year although quite a lot has been concerned with items which will not require so much work in future such as preparation of forms, Child protection policy and establishing financial procedures and controls. However I think the work is more than can be tackled by someone in full time employment.

Consideration needs to be given to a policy for appointment of the musical and administrative staff. Should the Musical Director and Project Manager continue in office until they indicate they wish to finish or should it be for a fixed number of years ?

### **Effects on the SRP**

Starting and running NYRO has had a number of consequences to the SRP.

1. A substantial amount of committee time is spent discussing the project.
2. The officers have had to spend quite a lot of extra time on the aspects involving their posts. In particular the Chairman has made a substantial contribution.

3. NYRO's turnover is in the £50,000 to £60,000 which is two to three times that of the SRP. This inevitably creates an amount of risk to the parent organisation. There is a certain amount of the tail wagging the dog.
4. Both NYRO's insurance and auditing costs will be substantial and should not be borne by the SRP. This year an allowance of £2000 has been made for NYRO's contribution to Central Funds for these overheads.
5. NYRO players who want financial assistance are likely to apply to the Walter Bergman fund, causing a drain on its resources in a direction that was not anticipated. Last year they gave a total of £1000 to 5 players. This year I have tried to steer them away from the Fund and to local authorities and charities.

#### **Other Matters**

1. Accommodation for the orchestra needs to be found and booked early if good low cost food and rooms, at least 12 months in advance. Schools seem to be the best prospects. However out of the 78 approached about 60% were already booked and only 3 were available.
2. The proposal to move the course to the Northern England or Scotland could mean that we have rather less schools available to approach. This could result in their already being booked or higher prices.
3. Several suggestions have been made about commissioning a new work. This needs to be started at least 18 months ahead of the time it is going to be played, to allow for negotiation and composition. However there are a number of grant giving bodies which will give assistance to this type of project.
4. Despite the SRP having got NYRO successfully off the ground, there is a case for separate ownership providing it retains the same goals. In some ways it can be compared to the Recorder Magazine or the Northern Recorder Course.

David Beare  
Project Manager