



# Trustees' Annual Report for the period



|             |                   |   |      |           |                 |   |      |
|-------------|-------------------|---|------|-----------|-----------------|---|------|
| <b>From</b> | Period start date |   |      | <b>To</b> | Period end date |   |      |
|             | 1                 | 9 | 2016 |           | 31              | 8 | 2017 |

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

|   |
|---|
| Dunnerholme Crossing                                  |
| Kirkby-in-Furness                                     |
| Cumbria   |
| <b>Postcode</b> <input type="text" value="LA17 7TU"/> |

### Names of the charity trustees who manage the charity

|   | Trustee name      | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|-------------------|-----------------|-----------------------------------|---|
| 1 | Jean Ashworth     |                 |                                   |   |
| 2 | Tim Baxter        | Secretary       |                                   |   |
| 3 | Peter Fitzpatrick | Treasurer       |                                   |   |
| 4 | David Gillam      |                 |                                   |   |
| 5 | John Lawrence     | Chairman        |                                   |   |
| 6 | Sheila Price      |                 |                                   |   |
| 7 |                   |                 |                                   |   |
| 8 |                   |                 |                                   |   |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name           | Dates acted if not for whole year |
|----------------|-----------------------------------|
| Not Applicable |                                   |
|                |                                   |
|                |                                   |

### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| Not Applicable  |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

### Name of chief executive or names of senior staff members (Optional information)

## Section B

## Structure, governance and management

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Furness Music Centre is governed by a Constitution that was last amended and adopted on 5 <sup>th</sup> May 2012 |
| How the charity is constituted<br>(eg. trust, association, company) | Furness Music Centre in an unincorporated organisation   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Trustees are selected by nomination and election at the Annual General Meeting                                   |

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Furness Music Centre has formally adopted the following policies and procedures:

- Children and Vulnerable Adults Protection Policy
- Children and Vulnerable Adults Protection Procedure
- Equality and Diversity Policy
- Health and Safety Policy

Furness Music Centre has a single board of trustees who meet monthly. The Director of Music and the Choral Director are also invited to attend trustees meetings. Furness Music Centre is a member of Making Music, through which it obtains Public Liability, Property and Trustees insurance.

The trustees consider that Furness Music Centre does not encounter any major risks as a result of its operation. Financial risks are considered and addressed by a minimum reserves policy of £10,000 which represents more than six months operating costs

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The charitable objectives of Furness Music Centre are:

- a) To advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects by any means the trustees see fit, including through the presentation of public concerts and recitals.
- b) To assist and support such charitable institutions or purposes as the trustees shall from time to time determine

### Summary of the main activities undertaken for the public benefit in relation to these objects

Furness Music Centre has continued to meet weekly during term-time using premises at Dowdales School, Dalton-in-Furness. Membership has remained stable during the year over the Community Choir, Training Orchestra, Community Orchestra and Chamber Groups. Typically 40-50 members rehearse with the choir, 35-45 members rehearse with the Community Orchestra, 20-25 members rehearse with the Training Orchestra and 4-8 members play Chamber Music. We are particularly pleased to have more children joining the Community Choir and the Training Orchestra

During the year a new venture, FMCjuniors was launched as an after school club in Ulverston. This represents a significant investment by the charity in making opportunities available to primary-age children to learn a 'classical' musical instrument and play together in an orchestra. Formal funding for this venture has been sought from the Cumbria Music Hub

## Summary of the main activities (continued)

Over the year Furness Music Centre provided a number of concerts and supported a number of organisations by playing and /or singing

- On 3<sup>rd</sup> December a concert was held in the Abbey Road Baptist Church Hall, Barrow-in-Furness entitled the Twelve Days of Christmas
- On 25<sup>th</sup> March a concert was held in the Victory Hall, Broughton-in-Furness entitled Music from Stage and Screen
- On 1<sup>st</sup> July we returned to the Victoria Hall, Grange-over-Sands and invited musicians to join us from the Windermere Orchestra and the Ladies of Note from Morecambe

In July a tour was arranged to Amsterdam, travelling overnight on the Hull – Rotterdam ferry. 26 members joined the tour and a number of informal concerts were given, including a concert in the Grote Kerk, Haarlem which was relayed via a video link to local care and nursing homes.

The trustees of Furness Music Centre use the guidance issued by the Charity Commission to guide the operation of the charity, including the use of the suggested pro-forma for this report

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Furness Music Centre relies on volunteers to operate:

- The trustees commit their time to manage the charity's operation
- A number of members have held fundraising events over the years, volunteering their time, effort and expertise. Specific mention must be made of the Barn Sale organised by Joanne Braithwaite that has now raised over £1000 to support the 2017 tour
- For the second year, members other than trustees, Fiona Roberts and Babs Lowes, helped organise the annual tour, for which the trustees are truly grateful
- Jo Ball left the trustees, not seeking re-appointment at the 2016 Annual General Meeting. The trustees would like to place on record their thanks for Jo's contribution to the work of Furness Music Centre.

## Section D

### Achievements and performance

#### Summary of the main achievements of the charity during the year

Membership remained stable throughout the year with some new members joining and some members taking a break.

Our audiences have also continued to grow with a small loyal following now coming to most of our concerts in addition to family members and friends. Much of the credit for the increasing membership and concert audiences must go to our Musical Director, Richard Bagnall and our Choral Director, Liz Wiejak. Their enthusiasm and interesting selection of repertoire are a major contribution to the success of Furness Music Centre

## Section E

### Financial review

#### Brief statement of the charity's policy on reserves

Furness Music Centre has resolved to maintain a minimum reserve of £10,000 on the basis that this represents the full operating costs for two terms

At the end of the financial year Furness Music Centre held reserves of approximately £17,000

#### Details of any funds materially in deficit

There are no funds in deficit

## Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Furness Music Centre has a number of sources of funds:

- A grant is received annually as a result of an agreement with the Cumbria Music Hub to provide opportunities for children and young people to make music and develop their skills
- Membership subscriptions provide a regular income from members
- Revenue from concerts has increased as audiences grow
- The provision of instrumental tuition provides another source of income
- Fundraising events organised and held by members such as the Barn Sale and Cake Saturdays raise valuable funds

Expenditure relating to the operation of the charity includes:

- Furness Music Centre contracts for the services of three professional music tutors – the Musical Director who is responsible for all musical aspects of the charity, the Choral Director who leads the choir, and a strings tutor to assist in Chamber Music and the Training and Community Orchestras
- Furness Music Centre rents The Muse from Dowdales School to provide and excellent rehearsal space on Saturdays
- Establishing FMCjuniors has increased our expenditure with the hire of the Ulverston Methodist Church and fees for three professional tutors each week. This venture runs at a deficit of approximately £3,000 a year and funding is being sought from the Cumbria Music Hub and independent charitable trusts to support this work
- Relevant insurance is obtained via Making Music, which is a membership organisation for music organisations. The cost of insurance has recently been tested by obtaining an alternative quotation which proved to be significantly more expensive

## Section F Other optional information

Furness Music Centre owns number of instruments available to support members and music tuition. A number of these have been donated to the charity, and some have been purchased. The majority of the instruments used by primary-age pupils at FMCjuniors are owned by Furness Music Centre

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|  |               |                   |
|--|---------------|-------------------|
| <b>Signature(s)</b>                        |               |                   |
| <b>Full name(s)</b>                        | John Lawrence | Peter Fitzpatrick |
| <b>Position (eg Secretary, Chair, etc)</b> | Chairman      | Treasurer         |

**Date** 14<sup>th</sup> January 2018