

The Oxford Concert Party Limited

Unaudited Accounts

for the year ended

30th April 2016

Wenn Townsend

Chartered Accountants

Oxford

The Oxford Concert Party Limited

Company Information

Directors	Jeremy Lewis Stephen Barratt Judith Parker Philip Richards Jean Roberts Peter Strange	Chair Treasurer
Artistic Directors	Arne Richards Isabel Knowland	
Secretary	Isabel Knowland	
Company Number	02923444	
Registered Office	30 St Giles' Oxford OX1 3LE	
Accountants	Wenn Townsend Chartered Accountants	
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Maling Kent ME19 4JQ	
Operating Address	120 Gideon Way Horspath Oxford OX33 1TD	
Charity Number	1049340	

The Oxford Concert Party Limited

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The Oxford Concert Party Limited

Directors' Report for the year ended 30th April 2016

The directors present their report and the financial statements for the year ended 30th April 2016.

Principal Activity

The principal activity of the company is that of the provision of concerts for charitable purposes. The company is registered with the Charity Commissioners, registration number 1049340.

Directors and Trustees and their Interests

The directors, who are also trustees, who served during the year are as stated below:

Jeremy Lewis	Chair
Stephen Barratt	Treasurer
Judith Parker	
Philip Richards	
Jean Roberts	
Peter Strange	

In accordance with the Articles of Association the trustees are appointed and re-appointed at the Annual General Meeting. The trustees meet regularly during the year to determine strategy and policy and to review performance. The charity is managed on a day to day basis by Deborah Henry-Pollard.

Objects of the Oxford Concert Party Limited

The Oxford Concert Party Limited is governed by Memorandum and Articles of Association. The principal aims of the Oxford Concert Party Limited are the enrichment of community life and the advancement of education through music, achieving this in ways that enable wide access to music and overcome social exclusion. Highest standards of musicianship in the work of the Oxford Concert Party Limited are secured and maintained by the long term association of a core of professional musicians with a commitment to the charity's objectives. These are:

1. To bring music of high quality to a wide variety of people of all ages in the community.
2. To break down the barriers which inevitably arise between performers and audience in the traditional concert environment.
3. The de-mystification of certain types of music seen as "high-culture" (e.g. chamber music of the eighteenth century) which many people see as irrelevant and inaccessible.
4. By the same token, the presentation of certain ethnic styles (e.g. Argentinean Tango, Russian Bayan music, Peruvian music and Jewish Klezmer) which is often judged by another standard to be inferior and insubstantial, thus denying a rich and significant expression of what is very often part of the same culture.
5. To bring this music to people who rarely have the opportunity of enjoying live concerts. To achieve this we have made a special commitment to a therapeutic network in prisons, hospitals, hospices and day centres and wherever we feel music can have a healing or humanising influence.
6. To facilitate the expression of others through music workshops. Many people feel de-skilled by professionals in the arts field. Our approach is to enable people – however disabled (mentally, physically or socially) – to realise their own potential through music through whichever medium they choose. Everyone can express themselves through music, be it playing, singing or listening: our belief is that this expression should be accessible to all.

The trustees have had regard to the Charity Commission's guidance on public benefit in carrying out these objects

The Oxford Concert Party Limited

Directors' Report for the year ended 30th April 2016

Mission Statement

Through community concerts and workshops the music of the Oxford Concert Party ignites emotions and facilitates access to an inner world of infinite creativity. The Oxford Concert Party defies the sterile world of the concert hall and, with an original and kaleidoscopic repertoire, makes music accessible to all; and with passion and energy, humour and sensitivity, skill and experience, they take their listeners on a journey which transforms, heals and humanises, especially those imprisoned by isolation, disability, illness or walls.

Report on Activities

Now in our 25th year we are proud that the Oxford Concert Party is still delivering high quality music projects to prisons, schools, older people and those who are disadvantaged and on the edge of society. And we continue to perform concerts that are universally applauded. The year 2015 – 16 was no exception and what follows is a resume of our activities.

Prisons

In June 2015 we completed another prison project at HMP The Verne. This is now an Immigration Removal Centre, although to all intents and purposes it is a prison to those who are unfortunate enough to be held there. Projects in IRCs are more challenging than prisons because the audience is very fluid and we do not always have the same group every day. The men are anxious about their futures and are often called away to speak with their legal representatives, etc. However when working together, the men bring music from their own cultures and share their stories generously. The outcomes are still similar to the work in prisons, in that the men find respite and humanity through music, during a time of great stress and despair. That said there were, as always, some 'golden moments': a Bulgarian singer whose rich voice reverberated around the chapel; a wonderful Indian tabla player; a man who recited poems by Rabindrinath Tagore; and a group of Africans who shared their passionate love of hymns, to mention just a few.

In February 2016 we returned to HMP Wayland - almost a second home now for OCP. This was, as always, a fascinating and exciting experience for us all - we get as much out of the projects as the participants. Special for us was the appearance of the mother of a former inmate of HMP Grendon whom we met many years ago and who, through music, turned his life around. His mother is now a prison visitor. She came to the final concert at Wayland and her attendance seemed to reinforce for us the strength of the connection we have sometimes managed to make with offenders – a connection that has been vital in their rehabilitation. We have worked many times with the wonderful poet and story-teller, John Row and his contribution at these projects has been invaluable. Sadly, owing to ill health, John has had to retire from prison work. The project at Wayland was the last one in which we teamed up. He will be a huge loss to the prison system.

We had some wonderful feedback from the project:

"I came to this because of my son, to see if music makes me calmer like it does to my son. He has behavioural autism. It did make me feel calmer. The other bloke in my cell listens to it to stop him self harming."

"I felt I was taken from here (prison) – it puts you in another zone. We recognise others' talents that we didn't know they had. It was everything for everyone."

"It's a dream. It's taken me out of here."

"I wanted to learn properly, not just two chords (I did). You spent so much time and effort with us."

"It was eye-opening, I've never experienced this in prison before. It was phenomenal. I've never heard western classical music before, I now have a curiosity for it. Live is totally different to recorded music."

Public Concerts

The Village Rural Touring programme is one that suits OCP down to the ground: people are out to have a good time and so are we! Live and Local, who organise schemes all over the Midlands, invited us to play three concerts in Staffordshire and Derbyshire and these were hugely successful: capacity audiences and rapturous receptions. We believe that it is important that people living in remote areas should have access to high quality live music and we feel it is a role perfectly suited to OCP. Many audience reactions were captured on film which can be seen on You Tube as part of OCP's profile-raising awareness strategy. We also performed a concert in Kidlington, Oxfordshire, after which one audience member wrote:

"Fabulous concert last night, loved every minute... still savouring your programme of wonderful music and smiling at the jokes"

The Oxford Concert Party Limited

Directors' Report for the year ended 30th April 2016

Report on Activities (continued)

The Ashmolean Museum

Over the last two years OCP developed a close working relationship with the Education Department of the Ashmolean Museum. Part of our performing profile is Arne's regular monthly recitals at the Ashmolean Museum, Oxford, where he plays a beautiful 18th century harpsichord by Jacob Kirkmann in the Mallet Gallery. These regularly attract a large audience and are very popular. Arne and Isabel also perform in the Headley Lecture Theatre on a regular basis with their other group, the Boudoir Band. Intergenerational projects are now a regular feature in OCP's calendar (see below) and last year we were invited by the museum to lead three projects as part of their large scale community remit in connection with the purchase of Manet's 'Fanny Claus'. These took place at the children's hospital in the John Radcliffe, the Highfield Unit at the Warneford and at the museum itself with a Young Dementia group.

Working with Older People

In February 2016 we gave 7 workshops and performances in day centres around the county of our play "Memory Exchange" which addresses issues of growing older. Set in an Age UK Charity shop, the play, written by Gaye Poole, is moving, funny and trenchant. In each venue we delivered a workshop on the morning a workshop in the morning and the play in the afternoon. In the workshop, led by Gaye, Arne and Isabel, participants were invited to bring along a photo or object which had significance for them and share the story behind it. Many of these were then included in the play as objects in the 'shop'. In the afternoon, two actors, Amy Enticknap and Stella Ross, completed the cast and performed the play. We found this a very successful format and there are plans for a new play to take place next year on the theme of the seven ages of man. Gaye, with her newly formed Human Story Theatre (HST) has also written a play on the theme of loneliness, with music written and performed by Arne, which is soon to be toured to various day centres and theatres.

Apart from Memory Exchange we have given concerts to six more lunch clubs, often following a theme that they have chosen, such as France or Africa. Two clubs, Hinton Waldrist and Shipton-under-Wychwood, have actively fund-raised in order to be able to invite us. These sessions, a mixture of performance, listening to recorded music, telling stories and reminiscence, are always full of laughter.

Intergenerational Work

In the summer of 2015 we undertook an intergenerational project based at the Ashmolean Museum with the Hinton Waldrist Lunch Club and some children from Buckland Primary School. The result was nothing less than magical. Pat Winslow, poet and story-teller, who joined Isabel and Arne for the project summed it up beautifully in the introduction for the book that we produced at the end of the project:

"What a journey we've been on! Funded by the Patsy Wood Trust, this intergenerational project used music and words and objects and paintings from the Ashmolean Museum to explore the themes of understanding, kindness and forgiveness. We've been to Ancient Egypt, Greece and Rome; we've told personal stories about acts of kindness; we've written poems and songs and played an enormous variety of instruments ranging from blades of grass and wooden frogs to African drums and Tibetan singing bowls. Into the mix has come a glorious selection of dances and songs from other parts of the world played by Oxford Concert Party.

We always expected to increase our knowledge – the classical world has a wealth of instructive stories – but there have been countless other benefits. "I didn't know old people could be so kind," one young person said. "I've learnt to be more sociable," said another. This project has been as much about sharing as creativity.

It's well known that music improves people's sense of wellbeing. What isn't so widely known is how it aids memory. A sequence of notes can stay in the head for hours. Put words and music together and you have a tougher fabric to hold detail in place. I have known music actually help recover lost memories.

Any preconceptions people had have long since disappeared. Despite the huge pressures on timetabling, Buckley CE Primary School's head was completely won over by the wealth of work at the end of project performance. This has been an empowering project. The children now know that the capacity for kindness and compassion lies deeply within everyone, regardless of age. Kingsmoor Community Club members have been surprised too. Who would have expected such profound insights from people so young?

The Oxford Concert Party Limited

Directors' Report for the year ended 30th April 2016

Report on Activities (continued)

The project has finished, but the ripples continue. We have a book and a CD of the work and many happy memories. The songs are still ringing in our heads. Some very strong foundations have been laid that further human understanding. We are all richer for the experience – participants, lead artists, teachers, organisers and helpers alike. It's been a privilege."

The Head teacher of Buckland School wrote:

"I was amazed by what the girls had achieved throughout the project. They enjoyed the company of the older people and I know it challenged their perceptions, leaving them with increased positive attitudes towards the older generation."

Funding

As always we are deeply indebted to our funders who have supported us and without whom none of this work would be possible. Our grateful thanks go to:

The Mary Kinross Charitable trust
The Patsy Wood Trust
H D Wills
Stanton Ballard
Helen Roll

And of course all the Friends of OCP who give so generously.

Reserves Policy

It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, to at least the level of approximately six months unrestricted expenditure. This should ensure that sufficient funds are available to cover management and administration costs. Free reserves totalled £39,461 at the year end which the directors consider to be adequate.

Financial Results

The results for the year appear on pages 6 to 11 of this report.

The report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report was approved by the Board on 4th October 2016 and signed on its behalf by

**I Knowland
Joint Artistic Director**

Independent Examiner's Report to the Trustees of The Oxford Concert Party Limited

I report on the accounts of the company for the year ended 30th April 2016 which are set out on pages 6 to 11.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Deborah Pluck BA, FCA
Partner
Wenn Townsend
Chartered Accountants
Oxford

4th October 2016

The Oxford Concert Party Limited
Statement of Financial Activities for the year ended 30th April 2016

	Note	Unrestricted funds	Restricted funds	Total 2016	Unrestricted funds	Restricted funds	Total 2015
Incoming resources							
Incoming resources from generated funds:							
Donations and legacies	3	17,565	30,042	47,607	17,630	28,100	45,730
Other trading activities:							
Merchandise sales	4	950	-	950	688	-	688
Investment income		105	-	105	93	-	93
Income from charitable activities:							
Performance fees and ticket sales		3,100	-	3,100	4,590	-	4,590
Total incoming resources		<u>£ 21,720</u>	<u>£ 30,042</u>	<u>£ 51,762</u>	<u>£ 23,001</u>	<u>£ 28,100</u>	<u>£ 51,101</u>
Resources expended							
Expenditure on raising funds:							
Cost of goods sold		876	-	876	619	-	619
Expenditure on charitable activities:							
Costs of generating voluntary income		341	4,008	4,349	449	4,381	4,830
Charitable expenditure		2,600	41,213	43,813	4,665	43,707	48,372
Governance costs		1,725	484	2,209	1,419	493	1,912
Total resources expended	5	<u>£ 5,542</u>	<u>£ 45,705</u>	<u>£ 51,247</u>	<u>£ 7,152</u>	<u>£ 48,581</u>	<u>£ 55,733</u>
Net incoming/(outgoing) resources		16,178	(15,663)	515	15,849	(20,481)	(4,632)
Transfers between funds		(8,811)	8,811	-	(6,831)	6,831	-
Net movement in funds		7,367	(6,852)	515	9,018	(13,650)	(4,632)
Fund balances brought forward at 1st May 2015		31,794	16,017	47,811	22,776	29,667	52,443
Fund balances carried forward at 30th April 2016		<u>£ 39,161</u>	<u>£ 9,165</u>	<u>£ 48,326</u>	<u>£ 31,794</u>	<u>£ 16,017</u>	<u>£ 47,811</u>

None of the company's activities was acquired or discontinued during the above financial years.

The notes on pages 8 to 11 form an integral part of these financial statements.

The Oxford Concert Party Limited

**Balance Sheet
30th April 2016**

	Notes	2016	2015
Fixed Assets			
Tangible assets	6	-	32
Current Assets			
Stocks		4,575	5,451
Debtors	7	-	1,772
Cash at bank and in hand		49,004	45,509
		<u>53,579</u>	<u>52,732</u>
Creditors: amounts falling due within one year	8	<u>(5,253)</u>	<u>(4,953)</u>
Net Current Assets		<u>48,326</u>	<u>47,779</u>
Net Assets		<u>48,326</u>	<u>£ 47,811</u>
Unrestricted funds		39,161	31,794
Restricted funds	9	9,165	16,017
Total Funds		<u>£ 48,326</u>	<u>£ 47,811</u>

For the year ending 30th April 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 6 to 11 prepared in accordance with the provisions of the Companies Act 2006 subject to the small Companies regime and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and were approved by the Trustees on 4th October 2016 and signed on their behalf by :

Jeremy Lewis
Director

Registered number: 02923444

The notes on pages 8 to 11 form an integral part of these financial statements.

The Oxford Concert Party Limited

Notes to the Financial Statements for the year ended 30th April 2016

1. Accounting Policies

Basis of accounting

The financial statements have been prepared in accordance with the Companies Act 2006, the Charities Act 2011, accounting and reporting by charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015) (Charity SORP FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Oxford Concert Party Limited meets the definition of a public benefit entity under FRS 102.

Incoming resources

Commercial trading activities

Income from commercial activities is included in the period in which the company is entitled to receipt.

Donations and grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable except as follows:

- when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

Resources expended

Resources expended are recognised when a liability is incurred by either a legal or constructive obligation arising.

Costs of generating funds are those costs incurred in attracting voluntary income.

Charitable activities include expenditure associated with distributions to projects, including an element of support costs.

Governance costs include those costs involved with the governance of the charity and are primarily associated with constitutional and statutory requirements.

Fund accounting

The unrestricted funds consist of a general fund which the trustees may use to meet the objects of the charity at their discretion.

Restricted funds are subject to specific conditions imposed by the donor, these conditions being legally binding upon the Trustees.

Stocks

Stocks are stated at the lower of cost and net realisable value.

Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Equipment - 25% Straight Line

The Oxford Concert Party Limited

Notes to the Financial Statements
for the year ended 30th April 2016

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2. Net incoming resources

	2016	2015
Net incoming resources are stated after charging:		
Depreciation and other amounts written off tangible assets	£ 32	£ 34
Independent examiners' fees	£ 1,250	£ 1,150
	<u> </u>	<u> </u>

3. Donations and legacies

Donations and fund raising	£ 47,607	£ 45,730
	<u> </u>	<u> </u>

4. Investment income

The investment income arises from a bank deposit account.

5. Resources expended

	Cost of goods sold	Costs of generating voluntary income	Charitable expenditure	Governance	Total
Advertising and publicity	-	341	-	-	341
Artists' fees	-	-	28,970	-	28,970
Travel expenses	-	-	6,151	-	6,151
Cost of goods sold	876	-	-	-	876
Depreciation	-	-	-	32	32
General manager	-	3,725	8,692	-	12,417
Secretarial and administration	-	283	-	484	767
Professional fees	-	-	-	1,693	1,693
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	£ 876	£ 4,349	£ 43,813	£ 2,209	£ 51,247
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The Oxford Concert Party Limited

Notes to the Financial Statements
for the year ended 30th April 2016

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6. Tangible fixed assets		Equipment
Cost		
At 30th April 2015		1,285
Additions		-
Disposals		-
		<hr/>
At 30th April 2016		1,285
		<hr/>
Depreciation		
At 1st May 2015		1,253
Change for the year		32
Disposals		-
		<hr/>
At 30th April 2016		1,285
		<hr/>
Net book values		
At 30th April 2016		£ -
		<hr/> <hr/>
At 30th April 2015		£ 32
		<hr/> <hr/>
7. Debtors	2016	2015
Trade debtors	-	1,500
Other debtors	-	272
	<hr/>	<hr/>
	-	£ 1,772
	<hr/> <hr/>	<hr/> <hr/>
8. Creditors: amounts falling due within one year	2016	2015
Other creditors	3,753	3,753
Accruals	1,500	1,200
	<hr/>	<hr/>
	£ 5,253	£ 4,953
	<hr/> <hr/>	<hr/> <hr/>

The Oxford Concert Party Limited

Notes to the Financial Statements
for the year ended 30th April 2016

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9. Total funds

	Balance at 1st May 2015	Movement in Resources			Balance at 30th April 2016
		Incoming	Outgoing	Transfers	
Restricted funds					
YDM fund	2,000	-	(1,710)	-	290
Older People fund	4,463	9,542	(12,716)	-	1,289
Prison project	1,343	8,650	(18,519)	8,586	-
General manager	2,912	11,850	(12,700)	255	2,287
Education projects	5,099	-	-	-	5,099
Welsh tour	200	-	-	-	200
	<u>16,017</u>	<u>30,042</u>	<u>(45,705)</u>	<u>8,811</u>	<u>9,165</u>
Unrestricted funds	31,794	21,720	(5,542)	(8,811)	39,161
	<u>£ 47,811</u>	<u>£ 51,762</u>	<u>£ (51,247)</u>	<u>£ -</u>	<u>£ 48,326</u>

10. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Total
Restricted funds	-	9,165	9,165
Unrestricted funds	-	39,161	39,161
	<u>£ -</u>	<u>£ 48,326</u>	<u>£ 48,326</u>

11. Trustees remuneration

The Trustees received no remuneration or reimbursed expenses during the current or preceding periods.

12. Legal status of charity

The charity is a company limited by guarantee and has no share capital.