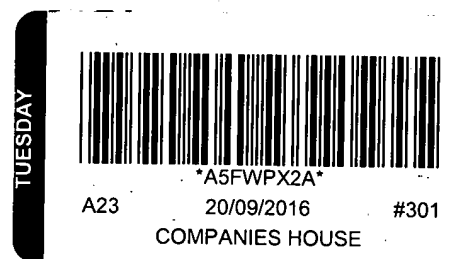


Registered Charity Number  
1111458

Registered Company Number  
05485276

**Oxford Lieder**  
**Report and Accounts**  
**30 November 2015**



**Oxford Lieder  
Company Information**

**Directors**

Dr Hilary Forsyth  
Nigel Hamway  
Geraldine Terry  
Julian Hall  
Sarah Verney Caird

**Accountants**

Bridgeson & Co (Accountants) Limited  
31A High Street  
Chesham  
Buckinghamshire  
HP5 1BW

**Bankers**

CAF Bank  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent

**Registered office**

37 Fairacres Road  
Oxford  
Oxfordshire

**Registered number**

1111458

**Registered number - company**

05485276

## **Oxford Lieder**

### **The report of the trustees for the year ended 30 November 2015**

#### **Name, registered office and constitution of the charity**

The full name of the charity is Oxford Lieder.

The legal registration details are :-

|                                    |                                   |
|------------------------------------|-----------------------------------|
| <i>Date of incorporation</i>       | 20th June 2005                    |
| <i>Company Registration Number</i> | 5485276                           |
| <i>The Registered Office is</i>    | 37 Fairacres Road, Oxford OX4 1TH |
| <i>Charity Registration Number</i> | 1111458                           |

#### **Objectives and activities**

Under the terms of its Memorandum and Articles of Association, the company was established to promote and advance education in music and the arts, especially singing, in the City of Oxford and elsewhere, through the presentation of concerts, festivals, lectures and recordings, and by active participation, for the benefit of every section of the community.

#### **The Charity's Grant-making policies**

Grants are made from the Trufflehunter Fund for the purposes of support for young singers and musicians, such as through the Oxford Lieder Young Artist Platform, the Mastercourse and purchase of musical instruments. Such grants are made from time to time, in accordance with the expressed wishes of the sole donor to the Fund.

#### **Summary of main activities of the charity in relation to its objects**

The main activities during the year have continued to be the promotion of the Oxford Lieder Festival and a smaller-scale series of year-round concerts, together with an expansion of the successful outreach and education programmes. The strategies to achieve the charity's objectives are to promote song through concerts and educational programmes for all sectors of the community, to educate and involve young people in the arts, to celebrate a diversity of cultures through presentations by, and with, artists of different cultural backgrounds, and to programme a broad range of arts work, including talks, residencies, recordings and workshops.

#### **Achievements and Performance of the Charity**

The 2015 Oxford Lieder Festival was a great success, even more so than we had perhaps dared hope as we followed the enormous undertaking of 2014's RPS Award-winning Schubert Project. The challenge was to build on The Schubert Project and avoid any sense of this being a lesser event, and by taking a completely different approach and theme we certainly achieved this. There was a truly festive sense of excitement throughout, many wonderful concerts, a huge range of repertoire and a great sense of camaraderie amongst audience, artists and team. Total attendance was around 8,500, an impressive figure that maintained the momentum of The Schubert Project (total attendance c.12,500, but over an extra week).

**The report of the trustees for the year ended 30 November 2015**

**MUSICAL PROGRAMME**

The programme was extremely well received. The focus on the poetry behind the songs was reflected in many programmes devoted to a particular poet or poets, ranging from an evening of Pushkin and Tolstoy, to a complete performance of A.E. Housman's *A Shropshire Lad*, combining readings and songs. People warmed to the idea of a poetry-led Festival and were very enthusiastic about the variety of music they heard. The complete songs of Gabriel Fauré were heard at the opening weekend, introduced by Graham Johnson, and across the lunchtime concerts; although some of this music proved a challenge for a few people, in general the feedback was that it had been something of a revelation.

As well as the core song repertoire, chamber music continued to be a popular feature, all carefully programmed to complement the themes of the Festival. Live streaming of the Doric Quartet's concert in the Oxford Martin School worked very well and was an excellent test run for future possibilities, though there are logistical questions to be overcome here. We were pleased that many college and church choirs programmed choral works by Fauré during the Festival. Although it's hard to tell how many of our regular audience attended these services, it remains a valuable addition to the Festival and a way to engage with choir members. The climax of the choral works came with a performance of the Fauré Requiem in Merton College Chapel, which was one of the top sellers of the Festival.

**STUDY EVENTS**

The various study events were fascinating and well attended. Following his triumphant survey of Schubert in 2014, Graham Johnson gave two memorable lecture-recitals on the songs of Fauré over the opening weekend. We were delighted to partner the Open University, Wadham College and the Oxford University Faculties of Music and Modern Languages for the opening symposium on *Words and Music*: we look forward to developing these relationships in the future, whilst responding to the feedback that a couple of the papers were a little obscure for general consumption! Various readings and lectures, including events on Michelangelo in the Ashmolean and on Shakespeare in the Bodleian Library, worked very well and were generally very well attended

**FREE POP-UP CONCERTS**

One of the most exciting elements of the Festival was the series of ten free 'pop-up' concerts that took place in a variety of public-facing venues including the Ashmolean Museum and the Bodleian Library. Each concert featured a single work of between 15 and 40 minutes, where poet and composer could be mentioned in the same breath (e.g. Britten and Shostakovich cycles setting Michelangelo, or Finzi's settings of Thomas Hardy). In total, more than 1,700 people attended these events, all of which were well attended and several positively packed. We had consistent comments from people who had never been to a song recital before, or in some cases any classical music event, and had absolutely loved it. Team members were stopped in the street by people who had given one of the pop-up concerts a try, and had become hooked, subsequently coming to concerts of Finzi, Britten, Shostakovich and Schumann!

**The report of the trustees for the year ended 30 November 2015**

**NEW MUSIC**

We were delighted to commission composer Rhian Samuel, who wrote a new song cycle setting poetry by Anne Stevenson, *Wildflower Songbook*. The premiere was given in the Holywell Music Room by mezzo-soprano Anna Stéphanie and Sholto Kynoch. Rather wonderfully, in a festival focussed on poetry, Anne Stevenson was able to be in attendance, also giving a reading of her poetry that afternoon. Despite initially poor sales (a sad but common problem when programming new music) a concerted marketing push ensured a full house and the cycle was very much enjoyed; a great cheer was heard when Rhian Samuel and Anne Stevenson took to the stage together at the end. We are pleased that *Wildflower Songbook* already has further performances and a recording planned, including a BBC Radio 3 broadcast from the Machynlleth Festival in Wales.

**LEARNING & PARTICIPATION**

**THE SCHOOLS PROJECT**

With a completely new team on board, there was a buzz and excitement to this year's Schools Project. We worked in three schools with 116 children, with our new coordinator, Cate Dennes, supporting workshop leaders John Webb, Jonathan Williams and Ciara Hendrick as they helped the young people taking part create their own words and music. This new song cycle was performed on the opening night of the Festival in the Sheldonian Theatre. We were thrilled that, with a concerted marketing effort and a better performance time (just before the evening concert), attendance at this concert was way ahead of any previous year and exceeded 350.

**THE MASTERCOURSE**

This year's Mastercourse was led by internationally-renowned pianist Roger Vignoles and bass-baritone Robert Holl. The course attracted more applications and a higher level than ever before. Nine singer-pianist duos (18 students in total) were in residence for the entire second week of the Festival, working intensively each day with both lead tutors and guest tutors Imogen Cooper and Ann Murray. Expertly managed by coordinator Shelley Cox, the week allowed the students – who also attended all evening concerts – to completely immerse themselves in song and their personal development, in an atmosphere that was encouraging, non-competitive and conducive to learning. On the closing day of the Festival, the students gave a superb concert in the Holywell Music Room, to a deeply impressed audience.

**THE FESTIVAL CHORUS**

Our non-auditioning Festival Chorus encourages singers of any or no experience to take part in a fun and uplifting project, experiencing the joys of singing together and learning some wonderful repertoire. This year we experimented with a new format, which was a great success. The Chorus worked over a single day with members of world-renowned choir The Sixteen, with their Associate Conductor Eamonn Dougan. We were delighted with the subsequent uptake for the Festival Chorus day, rising from 27 participants in 2014 to 59 this year. At the end of the day, the Chorus presented the music they had learnt in a short concert in the University Church, to a packed audience.

## Oxford Lieder

### The report of the trustees for the year ended 30 November 2015

#### BRING AND SING / ADULT AMATEUR MASTERCLASSES

Our Bring & Sing proved popular again this year, with all 16 places over two events taken up very quickly. The Bring and Sing allows enthusiastic adult amateurs to take part in a fun, supportive atmosphere, presenting a short performance of songs on the Holywell stage to an audience of family and friends.

We ran three masterclasses also aimed at adult amateur singers, taken by three renowned singers: mezzo-sopranos Sarah Walker and Katie Bray, and soprano Sophie Daneman. All three classes were oversubscribed and very well received.

#### FAMILY CONCERTS

**The Erlkings**, the world's only Schubert-based folk-rock band (!), returned to the Festival to give a fun and energetic performance at the Holywell Music Room to 70 people who enjoyed the concert very much. A slight lack of experience and preparation in this type of performance was perhaps exposed here, but the enthusiasm and performance style of the Erlkings couldn't help but keep people captivated. The Erlkings also gave a free pop-up performance at the Story Museum.

Our other family concert, *The Curious Laboratory of Song*, was devised and written by Kate Wakeling, who presented the concert with mezzo-soprano Katie Bray, tenor Daniel Norman and pianist William Vann. This was very entertaining and had just the right mix of family-friendly humour and a more serious focus on the songs. Despite a fantastic response to the show, attendance (c.50) was somewhat disappointing, perhaps due to an slightly out-of-town venue and the fact that this fell during half term. In 2016 we intend to repeat *The Curious Laboratory of Song* in collaboration with the Story Museum.

The strength of this support led to a 14th year of distinction, trebling our audiences, doubling our supporter base and meeting a budget some three times the norm. In the words of the RPS Awards jury, it realised "an audacious plan", achieved with a minimal staff infrastructure demonstrating dedication and professionalism. Trusts able to support work of such excellence in cycles of two or three year spans will be vital to Oxford Lieder's future.

#### The Oxford Music Network

Oxford Lieder continued to collaborate fully as a member of the Oxford Music Network, a partnership of eight professional music organisations, in sharing resources and jointly marketing our artistic programmes.

#### Structure, governance and management

##### Nature of the Governing Document and constitution of the charity

Oxford Lieder Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 June 2005. It is registered as a charity with the Charity Commission. Anyone over the age of 18 can become a member of the Company and there are currently 4 members each of whom agrees to contribute up to £10 in the event of the charity winding up.

##### The methods adopted for the recruitment and appointment of new trustees

The members attending the annual meeting elect trustees to serve for a term of three years. The trustees have the power to co-opt further members to assist them in their work. Co-opted members may serve for a period of up to three years.

##### The policies and procedures adopted for the induction and training of trustees

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the decision making processes, and the recent financial performance of the charity.

The organisational structure of the charity and how decisions are made

### **The report of the trustees for the year ended 30 November 2015**

The board of trustees, which can have up to 10 members and at least 5 members at any one time, administers the charity. The board meets approximately quarterly. The Artistic Director and the administrators and development officer have delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and artistic performance related activity.

The major risks to which the charity is exposed, and reviews and systems to mitigate risks

The trustees have a risk management strategy which comprises:

- a regular review of the risks the charity may face
- the establishment of systems and procedures to mitigate those risks identified in the plan
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

The Trustees have kept risk under review, and the most significant risk to the charity continues to be shortfall in income from the Festival and from voluntary income. To manage this risk the Trustees have put in place a robust budget and fundraising programme. It also has a reserves policy, which is regularly reviewed by trustees. The review has also identified a few minor risks and has confirmed its procedures to address these. These include a procedure for the management of cash takings from events.

### **Financial Review**

#### ***Policies on reserves***

The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. This is set at the amount sufficient to pay for the administration costs of the operation for a period of three months. On the basis of the governance costs for the year ended 30th November 2015 the trustees would wish to maintain the unrestricted reserve at a minimum level of £10,000.

The actual unrestricted reserve at 30th November 2015 amounted to £1,528 (deficit). The Trustees remain mindful of the need to increase the reserves further and there are robust fundraising plans in place for 2015.

#### ***Availability and adequacy of assets of each of the funds***

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

#### ***Transactions and Financial position***

The accounts are set out on pages 11 to 19. The accounts have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charities Commission for England and Wales (revised in June 2008) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). As stated in the introduction to this report, the trustees consider the financial performance by the charity during the year to have been satisfactory.

There were no other incoming or outgoing resources.

**The report of the trustees for the year ended 30 November 2015**

The total reserves at the year end stand at £4,602 (2014 £20,587)

Free unrestricted liquid reserves amounted to -£1,528 (2014 £1,092)

**Share Capital**

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

**The name of the Chief Executive Officer and other senior staff members to whom day to day management of the charity is delegated by the charity trustees.**

Artistic Director: Sholto Kynoch

Development, Administration and Education: Peter Burrows, Taya Smith.

**The members of the Board of Trustees of the Charity at the date the report and accounts were approved were:-**

Dr Hilary Forsyth

Julian Hall

Nigel Hamway (Chairman)

Sarah Verney Caird

Nicola Creed (appointed 2nd December 2014)

Geraldine Terry (Treasurer).

**The members of the Board of Trustees of the Charity during the year ended 30th November 2015 were :-**

Dr Hilary Forsyth

Julian Hall

Nigel Hamway (Chairman)

Sarah Verney Caird

Geraldine Terry (Treasurer)

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

**Independent Examiner**

Bridgeson & Co (Accountants) Limited

31A High Street

Chesham

Buckinghamshire

HP5 1BW

**Statement of Directors' and Trustees' Responsibilities**

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements.



**The report of the trustees for the year ended 30 November 2015**

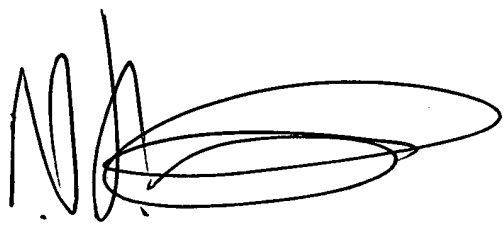
The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

**Method of preparation of accounts**

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

This report was approved by the board of trustees on 11 July.....2016



Nigel Hamway  
Director and Trustee

## **Independent Examiner's Report to the trustees of the charity**

### **Report of the Independent Examiner to the trustees**

c) to state whether particular matters have come to my attention.

### **Basis of opinion and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales setting out the duties of an independent examiner issued by the Charity Commissioners under section 145(5)(b) of the Act) in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

### **Independent Examiner's Statement, report and opinion**

Subject to the limitations upon the scope of my work as detailed above , in connection with my examination , I can confirm that

1) In accordance with Regulation 31 of The Charities (Accounts and Reports) Regulations 2008, (The Regulations) the accounts of this incorporated charity are not required to be audited under Part 16 of the Companies Act 2006;

2) this is a report in respect of an examination carried out under section 145 of the Act and in accordance with any directions given by the Commission under subsection (5)(b) of that section which are applicable;

and that no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements

(i) to keep accounting records in accordance with section 386 of the Companies Act 2006;

(ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and;

(iii) that the financial statements be prepared in accordance with the methods and principles set out in the Statement of Recommended Practice - Accounting and Reporting by Charities

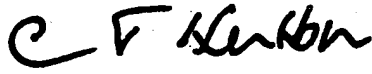
have not been met; or

to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached.

**Oxford Lieder**

The Examiner's relevant professional qualification or body is:

Bridgeson & Co (Accountants) Limited



Mr Chris Hatton (ACMA)  
31A High Street  
Chesham  
Buckinghamshire  
HP5 1BW

The date upon which my opinion is expressed is :-

15- Sep .....2016

Oxford Lieder  
Statement of Financial Activities  
for the year ended 30 November 2015

|   | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds  | Last Year<br>Total Funds |
|---|-----------------------|---------------------|-----------------|--------------------------|
| Notes   | 2015<br>£             | 2015<br>£           | 2015<br>£       | 2014<br>£                |
| <b>Incoming resources</b>   |                       |                     |                 |                          |
| <i>Incoming resources from generated funds</i>  |                       |                     |                 |                          |
| Voluntary Income  | 159,696               | 31,875              | 191,571         | 266,094                  |
| Investment Income   | 14                    | -                   | 14              | 75                       |
| <i>Incoming resources from charitable activities</i>  | 103,116               | 10,663              | 113,779         | 163,527                  |
| <b>Total incoming resources</b>   | <b>262,826</b>        | <b>42,538</b>       | <b>305,364</b>  | <b>429,696</b>           |
| <i>Costs of generating funds</i>  |                       |                     |                 |                          |
| Costs of generating voluntary income  | 24,392                | -                   | 24,392          | 32,250                   |
| <i>Costs of charitable activities</i>   | 239,754               | 55,903              | 295,657         | 393,584                  |
| <i>Governance costs</i>   | 1,300                 | -                   | 1,300           | 1,800                    |
| <b>Total resources expended</b>   | <b>265,446</b>        | <b>55,903</b>       | <b>321,349</b>  | <b>427,634</b>           |
| <b>(Net outgoing resources)/net incoming resources<br/>before transfers between funds</b>           | <b>(2,620)</b>        | <b>(13,365)</b>     | <b>(15,985)</b> | <b>2,062</b>             |
| <b>Gross transfers between funds</b>  | -                     | -                   | -               | -                        |
| <b>(Net outgoing resources)/net incoming resources before<br/>Other recognised gains and losses</b> | <b>(2,620)</b>        | <b>(13,365)</b>     | <b>(15,985)</b> | <b>2,062</b>             |
| <b>Other recognised gains and losses</b>  |                       |                     |                 |                          |
| <b>Net movement in funds</b>  | <b>(2,620)</b>        | <b>(13,365)</b>     | <b>(15,985)</b> | <b>2,062</b>             |
| <b>Reconciliation of funds</b>  |                       |                     |                 |                          |
| <i>Total funds brought forward</i>  | 1,092                 | 19,495              | 20,587          | 18,525                   |
| <b>Total Funds carried forward</b>  | <b>(1,528)</b>        | <b>6,130</b>        | <b>4,602</b>    | <b>20,587</b>            |

The net movement in funds referred to above is the net incoming resources as defined in the SORP and is reconciled to the total funds as shown in the Balance Sheet on **page 13** as required by the SORP.

**All activities derive from continuing operations**

**Oxford Lieder**  
**Statement of Financial Activities**  
**for the year ended 30 November 2015**

**Income and Expenditure Account as required by the Companies Act**  
**for the year ended 30 November 2015**

|  | <b>2015</b>     | <b>2014</b>  |
|--|-----------------|--------------|
|  | <b>£</b>        | <b>£</b>     |
| <b>Turnover</b>  | 305,350         | 429,621      |
| Direct costs of turnover                                   | 320,049         | 425,834      |
| <b>Gross (deficit)/surplus</b>                             | <u>(14,699)</u> | <u>3,787</u> |
| Governance costs   | 1,300           | 1,800        |
| <b>Operating (deficit)/surplus</b>                         | <u>(15,999)</u> | <u>1,987</u> |
| Interest receivable  | 14              | 75           |
| <b>(Deficit)/surplus on ordinary activities before tax</b> | <u>(15,985)</u> | <u>2,062</u> |
| <b>(Deficit)/surplus for the financial year</b>            | <u>(15,985)</u> | <u>2,062</u> |
| Gift Aid Payments  | -               | -            |
| <b>Retained (deficit)/surplus for the financial year</b>   | <u>(15,985)</u> | <u>2,062</u> |
| <b>All activities derive from continuing operations</b>    |                 |              |

**Oxford Lieder**  
**Company Number**  
**Balance Sheet**  
**as at 30 November 2015**

05485276

|   |   | <b>2014</b>   | <b>2013</b>    |
|---|---|---------------|----------------|
|   |   | <b>£</b>      | <b>£</b>       |
| <b>Current assets</b>                                 |   |               |                |
| Debtors   | 7 | 64,936        | 58,118         |
| Cash at bank and in hand                              |   | <u>8,272</u>  | <u>58,339</u>  |
| <b>Total current assets</b>                           |   | <u>73,208</u> | <u>116,457</u> |
| <b>Creditors:-</b>                                    |   |               |                |
| amounts due within one year                           | 8 | (68,606)      | (95,870)       |
| <b>Net current assets</b>                             |   | <u>4,602</u>  | <u>20,587</u>  |
| <b>Total assets less current liabilities</b>          |   | <u>4,602</u>  | <u>20,587</u>  |
| <b>Net assets excluding pension asset / liability</b> |   | <u>4,602</u>  | <u>20,587</u>  |
| <b>Net assets including pension asset / liability</b> |   | <u>4,602</u>  | <u>20,587</u>  |
| <b>The funds of the charity :</b>                     |   |               |                |
| <b>Unrestricted income funds</b>                      |   |               |                |
| Unrestricted revenue accumulated funds                |   | (1,528)       | 1,092          |
| <b>Total unrestricted funds</b>                       |   | (1,528)       | 1,092          |
| <b>Restricted revenue funds</b>                       |   | 6,130         | 19,495         |
| Restricted revenue accumulated funds                  |   | (27,603)      | (14,238)       |
| Restricted fixed asset funds                          |   | 33,733        | 33,733         |
| <b>Total restricted funds</b>                         |   | <u>6,130</u>  | <u>19,495</u>  |
| <b>Total charity funds</b>                            |   | <u>4,602</u>  | <u>20,587</u>  |

The directors are satisfied that for the year ended on 30th November 2015 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 11 and 12

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities ( effective April 2008).

Nigel Hamway  
Trustee

Approved by the board of trustees on 30 August 2016

**Notes to the Accounts  
for the year ended 30 November 2015**

**1 Accounting policies**

*Basis of preparation of the accounts*

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008) (The SORP). The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the SORP requires compliance with specific Financial Reporting Standards other than the FRSSE then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRSSE.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The charity has taken advantage of the exemption in the FRSSE from the requirement to produce a cash flow statement.

The particular accounting policies adopted are set out below.

*Accounting convention*

The financial statements are prepared, on a going concern basis, under the historical cost convention. The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on its continuing.

*Incoming Resources*

Incoming resources are accounted for on a receivable basis deferred as described below where appropriate.

Except as described under the 'Deferred Income' accounting policy all grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable

*Investment Income*

*Deferred income*

In accordance with the SORP grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

**Notes to the Accounts  
for the year ended 30 November 2015**

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the SORP.

***Resources Expended***

The policy for including items within the relevant activity categories of resources expended is expenditure is recognised when liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied. Other grants payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

In particular the policy for including items within costs of generating funds, charitable activities and governance costs is

***Costs of generating funds***

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

***Charitable activities***

Charitable activities include expenditure associated with staging of concerts, stage productions and educational programmes and include both the direct costs and support costs related to those activities.

***Governance costs***

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

***Allocation of costs within types of resources expended***

Costs of charitable activities are allocated directly

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.



## Oxford Lieder

### Notes to the Accounts for the year ended 30 November 2015

#### 2 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

|   |             |             |
|---|-------------|-------------|
| <b>3 (Deficit)/surplus for the financial year</b> | <b>2015</b> | <b>2014</b> |
|   | <b>£</b>    | <b>£</b>    |
| This is stated after crediting :-                 |             |             |
| Revenue Turnover from ordinary activities         | 305,350     | 429,621     |
| and after charging:-                              |             |             |
| Independent Examiner's Fees                       | 1,300       | 1,800       |

Funds belonging to the charity have not been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

|                                |             |             |
|--------------------------------|-------------|-------------|
| <b>4 Investment Income</b>     | <b>2015</b> | <b>2014</b> |
|                                | <b>£</b>    | <b>£</b>    |
| Bank deposit interest received | 14          | 75          |

#### 5 Deferred Incoming Resources & Reserves - Restricted funds

|  | Opening<br>Deferrals | Released<br>from prior<br>years | Received<br>less released<br>in year | Deferred<br>at year end |
|--|----------------------|---------------------------------|--------------------------------------|-------------------------|
|  | £                    | £                               | £                                    | £                       |
| <b>Total</b>                                     | <u>7,250</u>         | <u>-</u>                        | <u>(7,250)</u>                       | <u>-</u>                |
|  |                      |                                 | <b>2015</b>                          | <b>2014</b>             |
|  |                      |                                 | <b>£</b>                             | <b>£</b>                |
| <b>These deferrals are included in creditors</b> |                      |                                 | <u>-</u>                             | <u>7,250</u>            |

The deferrals included in creditors relate to those grants and donations specified by the donors as relating to specific periods and represent those parts of the grants or donations which relate to periods subsequent to the accounting year end and are treated as grants in advance, or alternatively where there are conditions which must be fulfilled prior to entitlement or use of the grant or donation by the charity.

#### 6 Trustees' remuneration

Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year.

## Oxford Lieder

### Notes to the Accounts for the year ended 30 November 2015

| <b>7 Debtors</b>  | <b>2015</b>   | <b>2014</b>   |
|---|---------------|---------------|
|   | <b>£</b>      | <b>£</b>      |
| Accrued income  | 64,936        | 58,118        |
|   | <u>64,936</u> | <u>58,118</u> |
| <b>8 Creditors: amounts falling due within one year</b> | <b>2015</b>   | <b>2014</b>   |
|   | <b>£</b>      | <b>£</b>      |
| Bank loans and overdrafts                               | -             | -             |
| Accrued expenses  | 64,706        | 86,630        |
| Unpaid Pension Contributions                            | 3,900         | 1,990         |
| Deferred income and grants in advance (see note 5)      | -             | 7,250         |
|   | <u>68,606</u> | <u>95,870</u> |

### 9 Related party transactions

Apart from immaterial subscriptions and donations from directors, income included donations of £6,000 from Nigel Hamway.

| <b>10 Analysis of the Net Movement in Funds</b>              | <b>2015</b> | <b>2014</b> |
|--|-------------|-------------|
|  | <b>£</b>    | <b>£</b>    |
| Net movement in funds from Statement of Financial Activities | (15,985)    | 2,062       |

### 11 Endowment Funds

The charity had no endowment funds in the year ended 30th November 2015 or in the previous year.

### 12 Share Capital

The charity is incorporated under the Companies Acts and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There are 5 members of the company (2014 - 6 members)

Oxford Lieder  
Schedule to the Statement of Financial Activities  
for the year ended 30 November 2015

Status of this schedule to the Statement of Financial Activities

|  | Unrestricted<br>Funds<br>2015<br>£ | Restricted<br>Funds<br>2015<br>£ | Total<br>Funds<br>2015<br>£ | Prior Period<br>Total Funds<br>2014<br>£ |
|--|------------------------------------|----------------------------------|-----------------------------|--|
| <b>Incoming Resources</b>  |                                    |                                  |                             |  |
| <b>Incoming Resources from generated funds</b>                                 |                                    |                                  |                             |  |
| <b>Non government and non public bodies</b>                                    |                                    |                                  |                             |  |
| <b>Incoming resources of a revenue nature - grants, donations and legacies</b> |                                    |                                  |                             |  |
| Donations  | 61,200                             | 31,875                           | 93,075                      | 106,786                                  |
| Gift aid   | 12,944                             | -                                | 12,944                      | 21,909                                   |
| <b>Total</b>   | <b>74,144</b>                      | <b>31,875</b>                    | <b>106,019</b>              | <b>128,695</b>                           |
| <b>Total Grants, Legacies &amp; Donations Received</b>                         | <b>74,144</b>                      | <b>31,875</b>                    | <b>106,019</b>              | <b>128,695</b>                           |
| <b>Other voluntary income</b>  |                                    |                                  |                             |  |
| Members' Subscriptions   | 85,552                             | -                                | 85,552                      | 137,399                                  |
| <b>Total other voluntary income</b>  | <b>85,552</b>                      | <b>-</b>                         | <b>85,552</b>               | <b>137,399</b>                           |
| <b>Total Voluntary Income</b>  | <b>159,696</b>                     | <b>31,875</b>                    | <b>191,571</b>              | <b>266,094</b>                           |
| <b>Investment Income</b>   |                                    |                                  |                             |  |
| Bank deposit interest received   | 14                                 | -                                | 14                          | 75                                       |
| <b>Total Investment Income</b>   | <b>14</b>                          | <b>-</b>                         | <b>14</b>                   | <b>75</b>                                |
| <b>Incoming resources from charitable activities</b>                           |                                    |                                  |                             |  |
| Principal charitable activities  | 103,116                            | 10,663                           | 113,779                     | 163,527                                  |
| <b>Total Incoming resources from charitable activities</b>                     | <b>103,116</b>                     | <b>10,663</b>                    | <b>113,779</b>              | <b>163,527</b>                           |
| <b>Total Incoming Resources</b>  | <b>262,826</b>                     | <b>42,538</b>                    | <b>305,364</b>              | <b>429,696</b>                           |
| <b>Costs of generating funds</b>   |                                    |                                  |                             |  |
| <b>Costs of generating voluntary income</b>                                    |                                    |                                  |                             |  |
| Fundraising activities   | 24,392                             | -                                | 24,392                      | 32,250                                   |
| <b>Total costs of generating voluntary income</b>                              | <b>24,392</b>                      | <b>-</b>                         | <b>24,392</b>               | <b>32,250</b>                            |
| <b>Charitable expenditure</b>  |                                    |                                  |                             |  |
| <b>Costs of activities in furtherance of the charity's objectives</b>          |                                    |                                  |                             |  |
| Cost of principal activities   | 180,196                            | 55,903                           | 236,099                     | 336,094                                  |
| <b>Total Charitable Expenditure</b>  | <b>180,196</b>                     | <b>55,903</b>                    | <b>236,099</b>              | <b>336,094</b>                           |

Oxford Lieder  
Schedule to the Statement of Financial Activities  
for the year ended 30 November 2015

Status of this schedule to the Statement of Financial Activities

|   | Unrestricted<br>Funds<br>2015<br>£ | Restricted<br>Funds<br>2015<br>£ | Total<br>Funds<br>2015<br>£ | Prior Period<br>Total Funds<br>2014<br>£ |
|---|------------------------------------|----------------------------------|-----------------------------|--|
| <i>Support costs of charitable activities</i>   |                                    |                                  |                             |  |
| <i>Management and administration costs<br/>in support of charitable activities</i>  |                                    |                                  |                             |  |
| <i>General administrative expenses:</i>   |                                    |                                  |                             |  |
| Stationery and printing   | -                                  | -                                | -                           | 837                                      |
| Information and publications  | 1,368                              | -                                | 1,368                       | 1,102                                    |
| Bank charges  | 531                                | -                                | 531                         | 842                                      |
| Sundry expenses   | 1,738                              | -                                | 1,738                       | 685                                      |
|   | <b>3,637</b>                       | -                                | <b>3,637</b>                | <b>3,466</b>                             |
| <i>Professional fees in support of charitable activities</i>  |                                    |                                  |                             |  |
| Accountancy fees other than examiners/auditors  | 38,921                             | -                                | 38,921                      | 39,524                                   |
| Artistic directors fees   | 17,000                             | -                                | 17,000                      | 10,000                                   |
| Marketing fees  | -                                  | -                                | -                           | 4,500                                    |
|   | <b>55,921</b>                      | -                                | <b>55,921</b>               | <b>54,024</b>                            |
| <b>Total Support costs</b>  | <b>59,558</b>                      | -                                | <b>59,558</b>               | <b>57,490</b>                            |
| <b>Total Expended on Charitable Activities</b>  | <b>239,754</b>                     | <b>55,903</b>                    | <b>295,657</b>              | <b>393,584</b>                           |
| <i>Governance costs that are not direct management functions inherent in generating<br/>funds, service delivery and programme or project work</i> |                                    |                                  |                             |  |
| <i>Specific governance costs</i>  |                                    |                                  |                             |  |
| Independent Examiner's Fees   | 1,300                              | -                                | 1,300                       | 1,800                                    |

The basis for the allocation of costs as shown above is explained in the accounting policies and the notes to the accounts.