

Brighton & Hove Philharmonic Society Limited
Trustees' Report and Financial Statements for the year ended 31 March 2009

Reference and Administrative Details

Charity Name:	Brighton & Hove Philharmonic Society Limited	
Also known as:	Brighton Philharmonic Orchestra (BPO) Friends of the Philharmonic	
Charity Registration Number:	250921	
Company Registration Number:	371316 (England)	
Principal and Registered Office:	41 George Street, Brighton BN2 1RJ	
Trustees:	The Trustees of the Charity are Directors of the Company and Members of the Board of Management:	
	Jackie Lythell OBE	(Chair until retirement November 2008)
	David House	(Chair from November 2008)
	Howard Attree CPFA	(Treasurer)
	Martin Butler	
	Kate Blenkinsop	
	Neil Gershon	(from November 2008)
	Glynn Jones	
	Frances Lindsay-Hills	
	Sir John Mogg KCMG	
	David Tomalin	
Officers:	Barry Wordsworth	(Music Director / Principal Conductor)
	Ivan Rockey	(Company Secretary / General Manager to October 2008)
	Judith A Clark	(Company Secretary/General Manager from November 2008)
Honorary Officers:	John Lill CBE	(President)
	John Carewe	(Vice-President)
	Ronald Power MBE	(Vice-President)
Bankers:	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ	
Honorary Legal Advisors:	Healys Solicitors, 8 Old Steine, Brighton BN1 1EJ	
Independent Examiner	A B Griffiths FCA DChA, 18 Hyde Gardens Eastbourne East Sussex BN21 4PT	

Structure, Governance and Management

Governing document

The Brighton & Hove Philharmonic Society Limited is a Company Limited by Guarantee, established under a Memorandum of Association and governed by its Articles of Association.

Recruitment, appointment, induction and training of Trustees

Trustees are elected at the Annual General Meeting. One third retires by rotation each year. No Trustee may serve more than nine consecutive years, after which two years must elapse before they may stand for re-election. It is the intention that all New Trustees attend an induction meeting with the Chair and Company Secretary at which they are provided with documents detailing the roles and responsibilities of Trustees, Officers and employees, background information on the charity and its activities, its policies, and recent minutes and reports. Training is made available to Trustees as required and the Company Secretary forwards relevant information to Trustees on developments affecting charities.

Organisational structure

The Board of Management, consisting of the Trustees and Officers, meets regularly to decide matters of policy and strategy. Day to day management is delegated to the General Manager.

Risk management

The Trustees confirm that the risks to which they believe the Society is exposed have been reviewed and that systems have been established to mitigate those risks. In order to identify relevant risks and appropriate controls the following factors were considered: the Society's objectives and strategies, external factors (including legislation and regulations), the governance and management of the Society and operational factors.

Objectives, Activities, Achievements and Performance

The Trustees have paid due regard to the Public Benefit guidance issued by the Charity Commission in deciding what activities the Society should undertake during the year.

Objects and aims

The Society is established to promote and assist the study, practice, knowledge and appreciation of music, and generally advance the cause of music. It aims to bring pleasure to the local community through providing high quality, varied classical music programmes, professionally performed, at realistic prices to the audience, within the Society's available resources. The principal forum for these activities is the Brighton Dome, where the Society presents an annual series of professional orchestral concerts by the Brighton Philharmonic Orchestra.

Objectives and strategies

The Society's objectives for the year were to increase the BPO's profile and bring it to a wider audience. The strategy for achieving these objectives was to maintain the range of repertoire and the number of concerts in the Brighton Dome.

Activities

The 2008-09 concert season consisted of nine Sunday afternoon and one Saturday evening concerts given by the BPO in the Brighton Dome Concert Hall, each preceded by a pre-concert talk/interview.

Outside the main season a fundraising concert for the John Carewe Brighton Orchestra Trust was held in the Brighton Dome Concert Hall on New Year's Eve. Friends' events consisted of a pre-season event at the Sallis Benney Theatre and a trip to a performance at Glyndebourne Festival and party was held to celebrate the appointment of the new General Manager in December 2008. In addition the Brighton Philharmonic was invited to accompany the Brighton Festival Chorus as they celebrated their fortieth anniversary in June 2008.

The Society is extremely grateful to its volunteers, who act as concert stewards for all events in the Brighton Dome Concert Hall, assist with mailings and publicity and occasional administrative tasks.

Review of activities

The BPO's main season of concerts continued the large scale and varied repertoire of the previous season, with composers ranging from Mozart to Szymanowski and Sallinen. The season's guest soloists and conductors included young performers and internationally established artists from both the UK and overseas.

The total attendance over the 25 activities undertaken during the year was an estimated 15,200. This is an equivalent figure to the previous year despite a decrease in the number of events from 27 to 25, meaning that the average attendance for each event was higher.

The Society's only fundraising activity, the annual prize draw, was not held due to the change in the General Manager but would be re-established in future years.

The Society continues to maintain working dialogues with its stakeholders, and with other organisations such as venues, festivals, promoters, businesses, and educational and government bodies across the city, to influence factors which may affect the achievement of its objectives, including concert scheduling and programming.

Plans for Future Periods

The Society's plans for the main season remain unchanged, namely presenting a high-quality, varied programme of concerts, although following the lower ticket sales to the Friday and Saturday evening concerts and in view of the economic downturn the Society will revert to Sunday presentations for the foreseeable future.

Financial Review

Operating and Financial Review

The Society's principal source of income remains ticket sales, which accounted for 64% of its incoming resources. Sponsorship, grants, subscriptions and legacies continue to play a major part in enabling the work of the Society to continue, accounting for a further 24% of incoming resources.

82% of the Society's expenditure was on the Dome season and 9% on other performances. This supports the Society's objective of increasing the scope of its performing activities. The operating deficit for the year was £39,193 (2008: £96,732). This consists of the unrestricted funds net outgoing resources for the year plus any non-operational legacies received.

The net movement of funds for the year ended 31 March 2009 was a decrease of £38,809. At £143,336 funds continue to be below the reserve policy figure of £200,000. However two large legacies have been left to the Society but at this stage cannot be quantified.

Reserves Policy

The Society's long-term reserves are in place to reduce the impact of risks from external factors and because concert planning requires it to make advance commitment to expenditure before all necessary funding has been attracted or confirmed. Reserves are therefore necessary to ensure the Society can meet its obligations if intended funding sources fail to meet the required targets. In considering the appropriate level of reserves the Trustees took into account twenty key areas of financial risk. These equate to approximately 6 months operating costs of £200,000.

Investments

The Society's investment policy is to hold all reserves in low risk accounts designed for charities. All funds are therefore held in high interest COIF deposit accounts or a high interest CAFCash current account.

Responsibilities in relation to the financial statements

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the requirements of the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor/Independent Examiner

Baker Tilly UK Audit LLP advised us during the year that under the new audit thresholds the Society was entitled to an independent examination instead of a full audit. The AGM 2008 supported this course of action and agreed to go out to tender. Tenders were invited from Baker Tilly; Hilton Sharpe Clarke; and Plummer Parsons. Two of the tenders were close in price and almost half the third quotation. There being no substantial difference in the services offered by each company the Treasurer proposed taking the lowest cost service and the Board agreed unanimously awarding the contract to Plummer Parsons.

Statement of disclosure of information to independent examiner

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant information of which the independent examiner is unaware. Each of the Trustees have confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant information and to establish that it has been communicated to the examiner.

**The Trustees' Report is approved by the Board of Management
And signed on its behalf by**

David House, Chair, 6th December 2009