



Registered Charity number 283099

www.themedwayband.org.uk

Trustees Annual Report for period ending 31st December 2011

The Medway Towns Band charity incorporates the activities of two bands, The Medway Band and Medway Concert Brass. Although the two bands run as separate entities, they are managed and overseen by a single, elected organisation committee. For the purpose of this report, both bands will be referred to as 'the Band' as a single organisation.

During the period, the Band has continued to pursue its aims as promoting brass band music and culture for the benefit of the members of the organisation, the general public and a range of charitable causes. A full list of engagements in which the Band has been involved in over the last 12 months can be seen via the band website as listed above.

For the Year ending 31st December 2011, the organisation incurred an expenditure of £16,201.84. The income for the same period was £10,705.42. Full accounts are prepared each year and are available to view.

Although continuing to maintain and meet a busy engagement schedule and establishing a more consistent approach to claiming back Gift Aid on member contributions, the Band has not met its expenditure for this period. The income from paying engagements this year was considerably down on last year. This must be remedied if the organisation is to sustain itself in the future. The Medway Band, in particular, is expensive to run; the Medway Band is now recognised as one of the best in the South East – whilst they have not yet broken into the top 3 or 4 bands, they are consistently the 'best of the rest'. The Band organisation firmly supports the continuing success of The Medway Band and believes that it must maintain very high standards in order to best meet the needs of its members and the success of the overall organisation.

The greatest expenditure of the Band is the payment for services by professional Musical Directors. The Band places a high priority on maintaining these professional services, but recognises that the organisation must be able to secure adequate funding in order to afford this. The majority of our income comes from member contributions, and receipts from concerts and engagements, which go directly towards the running costs of the organisation. The Band must engage in more effective fundraising activities over the next year, and minimise costs such as deputy fees, whilst pursuing more valuable paid engagements.

Whilst the Band still has the reserves to cover this short fall, it is essential that costs are minimised and income from engagements is increased in order to meet the expenditure for the next year. Whilst the Medway Band incurs the most expenditure in the organisation, it also generates the most income. The sales of the remaining CDs over the

year will help balance out this expenditure. The Band must also apply for and secure funding from grant sources; whilst this funding cannot be secured for running costs, the Band should identify specific projects that funding will support, and so help support the on-going running costs. The raising of member contributions may need to be considered in time.

Despite the above financial issues, the Band as a whole has never been so successful. The organisation still manages to operate two full brass bands, both of which have continued to improve in quality and standards. This year we have also moved to a new base at Napier Community Primary and Nursery School in Gillingham. This has provided the Band with the opportunity to establish a Brass Tuition Centre in collaboration with the School and Medway Music Association; 40 young players have now started tuition with the aim of establishing a learners' band and so providing a source of new players into the future. The lottery funding application, which is now more crucial than ever, will be strengthened by this youth participation. The recording of the CD has resulted in a high quality product that is proving to sell well and a Bands' Patrons scheme has been instigated to encourage followers of the Bands to become more closely involved.

The Band fulfils all of its obligations in regards to responsibilities stipulated by the Charities Commission. A number of relevant policies are now in place ensuring practice in key areas is agreed and recorded. These are available to access via the Bands' website. These include a Contributions Policy, Financial Risk Management Policy, Reserves Policy, Child Protection Policy, and Equal Opportunities Policy. The Reserves Policy states that a reserve fund of £7500 will always be available to cover the immediate running costs of the band in the event that all income fails. Whilst the Band is not a charity working with, or for, children or vulnerable adults, there are members of the band who are under 18 years of age and the Band takes its responsibilities towards these members very seriously. The Child Protection Policy highlights our policies and procedures for ensuring the well-being and safety of those particular members; in time, this policy will need to be reviewed in light of the links now created with the Medway Music Association. The Equal Opportunities Policy ensures we meet our obligations in regards to equality and diversity discrimination. Other policies available for view include the Band Constitution and the Library Policy. A Property Policy is currently being written.

The Band has a building list of engagements lined up for the next year, including some high profile events in support of other charities. We continue to maintain a realistic balance of raising enough funds to support our own organisation, whilst contributing to the public good.

We look forward to continuing the work of the Band over the next twelve months and beyond.

Trustees of the Medway Towns Band