



**PEEBLES COMMON GOOD FUND
APPLICATION FOR FINANCIAL ASSISTANCE**

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p> <p>E-mail address:</p>	<p>Jean Macnab Treasurer 1 Medwyn Drive West Linton Peeblesshire</p> <p>07709-798229</p> <p>finance@inchoruschoir.co.uk</p>
<p>Address to which payment should be made:</p>	<p>Same as above</p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>We are a large amateur contemporary choir formed in Peebles in 2008 to advance, improve, develop and maintain public education in the appreciation of art, science and music in all its aspects. We provide high quality entertainment. In addition to local concerts, festivals, charity and corporate events we have performed in New York and Dublin. We achieved an award at the Edinburgh Fringe for a sellout show in 2015. We have raised over £50,000 to date for local and national charities while extending our charitable purpose to continue development of the choir. We have formed links with individuals and organisations in the town over the last few years, particularly musical and performance groups. This has led to broader local support as well as performance benefits for everyone involved.</p>

<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£2,000</p> <p>The aim of this project is to produce 2 professional quality music videos which will not only promote the versatility of a local choir in different genres but also the beauty of Peebles town and the surrounding area. Both videos will be uploaded onto 'You Tube, Twitter, Facebook and our own group website to obtain worldwide viewing. The videos will also be shared via both Eastgate and Peebles Creative Festival pages.</p> <p>The first video will be filmed at Eastgate Theatre promoting the choir in live 'concert mode'. Filming will pan to outdoor/community shots interspersed with the theatre scenes. The second video will be more flamboyant featuring the choir in 'entertaining' mode and will be shot at various locations in and around Peebles including images of local landmarks and places of interest. The videos will provide a great tool to showcase the beauty of our town encouraging more people from further afield to visit the area. This will have a positive impact on local businesses who will benefit from increased income.</p>
<p>When will the donation be required:</p>	<p>As soon as possible</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p> <p>Estimated total cost:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>October 2017 or as soon as funding is available</p> <p>£2,435</p> <p>We had applied to Creative Scotland for funding for this activity but was turned down due to a high level of applications and the project being more focussed on tourism than arts development.</p> <p>We will be contributing £435</p>

<p><u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>We had originally approached Community Grant Scheme for funding for a larger project incorporating an additional element of 'Dancing in the Street' to be filmed at Peebles Creative Arts Festival involving the wider community. However due to limited timescale this could not be turned around in time and we have had to finance this element ourselves (with the assistance of Peebles Arts Festival). As the remainder of the project is more linked to tourism and benefit for Peebles town as opposed to community participation we have been advised to apply to Peebles Common Good Fund.</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed: _____</p> <p>Position Held: TREASURER</p> <p>Date: 8 AUGUST 2017</p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to the Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825005</p>	

* Insert name of Fund.

Charity No. SCO41669



TRUSTEES' ANNUAL REPORT
AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

**INCHORUS
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2016**

Charity Name: InChorus
Charity Number: SCO41669
Contact Address: c/o Jean Macnab, 1 Medwyn Drive, West Linton, EH46 7HW

Trustees	Ailsa McMillan	Chair (from 28 September 2015)
	Judith Tait	Chair (to 28 September 2015)
	Bill Webster	Vice Chair
	Lorna Turnbull	Choir Manager
	Jean Macnab	Treasurer

Committee	All Trustees	
	Lorna Turnbull	Marketing Lead
	Cathy Devlin	Events Lead
	Aly Skidmore	Musical Director (<i>ex officio</i>)

Structure Governance & Management

Constitution

The Charity is an unincorporated association. It is governed by its constitution which was adopted on 27 October 2008 and last amended on 14 November 2011. The Society was granted charitable status by OSCR on 27 July 2010.

Appointment of Trustees

The Management Committee consists of the Trustees, together with additional members co-opted by the Trustees. The trustees are elected annually by the members in General Meeting. Membership of the committee is open to all members and vacancies occurring during the year are filled by agreement of the members attending the weekly choir meeting.

Management

The Management Committee is responsible for the direction and governance of the Charity and generally meet on a monthly basis. In addition to the Trustees, these monthly meetings are attended by The Musical Director, as well as Events and Marketing Leads.

Objectives and Activities

Charitable purposes and Activities

To advance, improve, develop and maintain public education in, and appreciation of, the art and science of music in all its aspects, including through the presentation of public concerts and recitals.

Achievements and Performance

The prospect of three performances as part of the Edinburgh Festival Fringe ensured that the focus and energy of the choir were high from the start of the year. Working towards Fringe performances also entailed a fund raising initiative, and a successful Handbags and Gladraggs event was held in early May. Performed in collaboration with a boran player, and dancers from Peebles, the Fringe concerts were widely acclaimed, with each date being sold out. The development of the performance element for these concerts stretched the experience of choir members, reaching ever higher standards.

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2016 (Continued)**

Achievements and Performance (Continued)

Additional events in the early part of the year included a combined concert with an American choir at St Giles Cathedral, and with the Edinburgh Concert Band at Greyfriars Kirk. Closer to home, we collaborated with Peebles Silver Band in a packed concert, and would have been on stage for the final day of Tweedlove, except that high winds and rain forced the cancellation of that event. A further highlight in May was our appearance at the Eden Festival, drawing enthusiastic participation from festival goers.

In November, we took part in a moving Remembrance Concert with other local musical organisations. Our Christmas Concert, which included performances from Eddleston Voices and the Ringtones, raised funds for local charities, and further appearances in support of the charities YMCA and Project Scotland enhanced our reputation (as well as our repertoire!).

Important elements of the choir's Development Plan were advanced in the course of the year. We acquired our own sound equipment, mainly funded by the Orcome Trust, and re-launched our website, supported by funding from Peebles Creative Place. Our project to improve our audio and visual recordings is underway, with local sound and engineering professionals creating the first of several planned recordings to showcase the choir's performance.

As the year drew to a close, the process of learning several new songs was well underway, as the choir continues to look ahead for further progress.

Financial Review

The main source of funding continues to be the subscriptions paid by choir members, amounting to £15,877 (2015 - £14,548) for the year, and reflecting an increase in the level of subscriptions. Gift Aid augmented the subscription income, and our Handbags and Gladrags fundraiser earned £2,363 to cover the costs of appearing at the Edinburgh Festival Fringe.

Payments for the year totalled £28,466 (2015 -£24,852), including £8,358 on Development Plan items (sound equipment and website) which had been largely grant-funded. General fund costs were £19,158, with the main expenses being the costs of the Musical Director and Performance Coaching, costs related to rehearsals, and concert expenses. A surplus for the year of £3,177 was generated on General Funds, with the overall deficit of £2,743 reflecting the timing of Development expenditure.

At the end of the year, total funds amounted to £8,426 (2015 - £11,169) including £NIL (2015 - £6,000) held in Restricted Capital Funds.

Reserves Policy

The Trustees policy is to retain around 3 months of normal running costs in reserve in order to meet commitments and cover any unexpected expenditure. Unrestricted reserves at the end of the year were £8,426 (2015 -£5,169), including £1,588 (2015 - £1,364) of Designated Funds. This is considered satisfactory and represents an improvement over the course of the year.

Approved by the Trustees on 22 August 2016 and signed on their behalf by:

Ailsa McMillan
Chair

22/08/2016

INCHORUS

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2016

Independent Examiner's Report to the Trustees of InChorus

I report on the financial statements of the charity for the year ended 31 March 2016 which are set out on page 2.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

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 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave 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.

Avril Strathie DipFA MIFS
Independent Examiner

Old Lyne Station
Lyne
Peebles
EH45 8NP
26 September 2016

INCHORUS
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING A RECEIPTS AND PAYMENTS ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted Funds	Restricted Income Funds	Designated Funds	Restricted Capital Funds	TOTAL Year to 31 March 16	TOTAL Year to 31 March 15
Incoming resources							
Voluntary receipts							
Subscriptions		15,877				15,877	14,548
Gift Aid recovered				2,243		2,243	978
Donations		465				465	6,253
Fundraising		2,379				2,379	960
Bank interest		4				4	3
Receipts from charitable activities							
Concerts		3,610	950			4,560	5,313
Social functions				195		195	465
Other income							
TOTAL RECEIPTS		22,335	950	2,438	0	25,723	28,520
Resources expended							
Charitable donations	1	300	950			1,250	5,086
Cost of fundraising		150				150	44
Cost of charitable activities (see note)	2	18,708		2,358	6,000	27,066	19,722
TOTAL PAYMENTS		19,158	950	2,358	6,000	28,466	24,852
SURPLUS / (DEFICIT) FOR YEAR		3,177	0	80	-6,000	-2,743	3,668
Transfer between funds		-144		144		0	0
SURPLUS / (DEFICIT) BROUGHT FORWARD		3,805		1,364	6,000	11,169	7,500
SURPLUS / (DEFICIT) CARRIED FORWARD		6,838	0	1,588	0	8,426	11,168

STATEMENT OF BALANCES AT 31 MARCH 2016

Unrestricted Funds	6,838	3,805
Designated Funds	1,588	1,364
Restricted Capital Funds	0	6,000
	8,426	11,169
Bank and cash balances		
Bank Current account	8,426	11,169
	8,426	11,169

The notes on page 5 form an integral part of these accounts.

Approved by the Trustees on 22 August 2016 and signed on their behalf by:

Jean Macnab
Treasurer

INCHORUS
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016

Note 1 Charitable Donations

	Unrestricted Funds	Restricted Funds	Year to 31	
			March 2016	Year to 31 March 2015
Tweed Wheels	25	475	500	0
Nomad Beat	25	475	500	200
Peebles Old Parish Church*	250		250	250
CLIC Sargent Cancer			0	200
Scottish Autism			0	750
Changing Faces			0	1,000
McFarlane Hall			0	750
Macmillan Cancer Care			0	750
Peeblesshire Youth Trust			0	1,186
	<u>300</u>	<u>950</u>	<u>1,250</u>	<u>5,086</u>

* In recognition of facilities provided for concerts

Note 2 Cost of Charitable Activities

	Unrestricted Funds	Restricted Income Funds	Designated Funds	Restricted Capital Funds	TOTAL	TOTAL
					Year to 31 March 16	Year to 31 March 15
Sound equipment/ AV Development			2,278	5,000	7,278	365
Choir uniforms, net of contributions	417				417	269
Concert expenses	3,575				3,575	3,427
Gifts	295				295	342
Membership, insurance and Performing rights	498				498	385
Music	648				648	867
Other expenses	156				156	215
Rehearsal venue	1,848				1,848	2,177
Social Functions	401				401	860
Travel, net of contributions	817				817	1,088
Website	1,080		80	1,000	2,160	409
MD + performance coach charges	8,973				8,973	9,318
	<u>18,708</u>	<u>-</u>	<u>2,358</u>	<u>6,000</u>	<u>27,066</u>	<u>19,722</u>

Note 3 Accumulated Funds

	At 1 April 2015	Income	Expenditure	Transfers	At 31 March 2016
				between Funds	
Unrestricted Funds					
General Fund	3,805	22,335	19,158	-144	6,838
Designated Funds :					
Choir development	1,000	2,438	2,358	0	1,080
Uncancelled subscriptions (leavers)	364	-	-	144	508
	<u>5,169</u>	<u>24,773</u>	<u>21,516</u>	<u>0</u>	<u>8,426</u>
Restricted Income Funds:					
Charities nominated by members	0	950	950		0
Restricted Capital Funds					
Creative Places	1,000		1,000		0
Orcome Trust	5,000		5,000		0
	<u>6,000</u>	<u>0</u>	<u>6,000</u>		<u>0</u>

Grant from Creative Places was awarded for the purpose of improving the website.
Grant from The Orcome Trust was awarded for the purchase of sound equipment.

