

Registered Charity Number: 1142075 (England and Wales)
Registered company number: 07542466

**THE CHORAL FOUNDATION
THE CHAPEL ROYAL
HAMPTON COURT PALACE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2012

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2012**

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THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

COMPANY INFORMATION

Trustees	Cathleen Breeze (Secretary) Peter Havelock (Treasurer) Peter Menneer Canon Denis Mulliner Richard Rothwell Jonathan Round (Chairman) Alan Sanders
Company number	07542466
Charity number	1142075 (England and Wales)
Registered office and Business address	The Chapel Royal Hampton Court Palace East Molesey Surrey KT8 9AU
Auditors	UHY Hacker Young Quadrant House 4 Thomas More Square London E1W 1YW
Bankers	Coutts & Co 440 Strand London WC2R 0QS

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2012

The Trustees present their annual report and the audited financial statements for the year ended 31 August 2012.

Legal status and reporting requirements

The Choral Foundation, The Chapel Royal, Hampton Court Palace ("The Choral Foundation") is a company limited by guarantee, having no share capital. The registered company number is 07542466.

The Choral Foundation is a registered charity. The registered charity number is 1142075 (England and Wales).

The directors of the company for the purposes of company law are also the Trustees of the charity for the purposes of charity law, and the members of the company who have guaranteed to contribute £1 each to the assets of the company in the event of winding up.

The annual report and financial statements are presented in the format required by the Statement of Recommended Practice "Accounting and Reporting by Charities (revised 2005 and 2008)" and in accordance with the requirements of the Companies Act 2006.

Objectives

The objects of the charity are:

- The advancement of the Christian religion in accordance with the principles of the Church of England by the maintenance and enhancement of a choir through the education and training of choristers and by maintaining the choral traditions of the Chapel Royal;
- To promote the art of choral music for the public benefit;
- To advance the education of the choristers of the Chapel Royal for the public benefit.

Review of activities

Events to inform people about The Choral Foundation and to ask for donations continued throughout the year and this activity was extended beyond the congregation and initial contacts to include other individuals, networks and community groups. A Communications Strategy, Plan and Guidelines were developed and a new website for The Chapel Royal, Hampton Court Palace was created.

The fundraising campaign entered into its public phase with an official launch event held in December 2011. Over 200 guests including the Bishop of London, The Mayor of Richmond and descendants of composers John Blow and Henry Purcell attended the event. This raised awareness of the fundraising campaign and stimulated the local community to support the project. This event was followed by a public relations photo opportunity of the choristers skating which was covered by local, national and international media, resulting in a steady flow of unsolicited donations.

A part time consultant fundraising manager, Mrs Michele Price was recruited who has spearheaded a review of accounting structures and financial reporting requirements, with a view to providing clear and accessible financial information. In addition to arranging 2-3 information events each month, Mrs Price has prepared and submitted funding applications to charitable trusts, some of which have also produced donations. She has also strengthened the working partnership between the Choral Foundation and Historic Royal Palaces which has eased the planning and logistics of fundraising activities and events.

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2012

Review of activities (continued)

The Fundraising Committee has undertaken further training to ask for donations and individual members of the committee have attended Institute of Fundraising courses. Mrs Price attended a course entitled 'The Essentials of Legacy Fundraising' and has met with local solicitors in preparation for development of a legacy fundraising strategy for The Choral Foundation which will be launched in 2013.

Two main fundraising objectives have been met this year; since April 2012, each chorister has received one music lesson per week which has been funded by The Choral Foundation and the organ has been scheduled for refurbishment in April 2013.

Visibility of the choir has increased and numerous requests for them to sing outside the Chapel have been received. At the request of the Mayor of Richmond, the choir sang at a community concert to celebrate St George's Day and the choristers sang in Richmond Park for HM The Queen at her Diamond Jubilee Visit.

To encourage visitors from near and far into the Chapel Royal a schedule of Sunday organ recitals has been planned, the first was held in June 2012. In July 2012 there was also a sponsored Practice A Thon with instrumental and vocal music performed by choristers and alumni. This was a chance for visitors, members of the congregation, choir alumni and their parents to engage with The Choral Foundation and to see the benefits of chorister-funded music lessons in addition to raising funds.

Outreach to the community has become an important part of our activities and Mrs Price has been developing a programme with local schools, educational authorities and providers, as well as community and arts groups. In August preparation began for the hosting of a Chorister Taster Event. This has been planned for September 2012 and is an invitation for local boys and their families to find out about being a chorister and participate in a choral workshop and performance at The Chapel Royal at Hampton Court Palace.

Governance and management

The Choral Foundation is governed by a Board of 7 Trustees who are committed to the objects of the charity. Board member expertise includes finance, accounting, management, religion, music, marketing, public relations and information technology. The Chairman, the Company Secretary and Trustee Canon Denis Mulliner are members of The Executive Fundraising Committee. The Campaign Manager reports to the Chairman.

The Trustees have had due regard for the guidance on the public benefit requirement published by the Charities Commission, as required by section 4(6) of the Charities Act 2006.

Risk management

The Trustees review risk management annually. This involves identifying the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence and identifying means of mitigating the risks. As part of this process the Trustees keep the adequacy of the charity's internal controls under review.

Auditors

UHY Hacker Young LLP were appointed as auditors under section 485(3) of the Companies Act 2006 and will be deemed to be reappointed under section 487(2) of the Companies Act 2006.

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 AUGUST 2012**

Disclosure of information to auditors

Each of the persons who is a Trustee as at the date of approval of this report confirms that:

- so far as the trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustee has taken all the steps that he/she ought to have taken as a Trustee in order to make himself/herself aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of section 418 of the Companies Act 2006.

Trustees' responsibilities

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.



Jonathan Round
Chair
25 February 2013

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON
COURT PALACE**

We have audited the financial statements of The Choral Foundation, The Chapel Royal, Hampton Court Palace for the year ended 31 August 2012 which comprise the statement of financial activities, the balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 4, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the APB's website at www.frc.org.uk/apb/scope/private.cfm.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

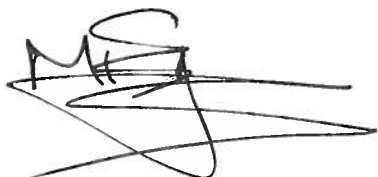
In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON
COURT PALACE**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



**Michael Egan
Senior Statutory Auditor
For and on behalf of UHY Hacker Young LLP, Statutory Auditor
Quadrant House
4 Thomas More Square
London
E1W 1YW**

25 February 2013

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2012

	Note	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income		215,232	-	215,232	78,584
Activities for generating funds		1,421	-	1,421	7,319
Investment income		21	-	21	32
Total incoming resources	2	216,674	-	216,674	85,935
Resources expended					
Costs of generating funds		67,382	-	67,382	65,566
Charitable activities		24,575	-	24,575	-
Governance costs		480	-	480	480
Total resources expended	3	92,437	-	92,437	66,046
Net income/(expenditure) for the period		124,237	-	124,237	19,889
Total funds brought forward	6	5,689	14,200	19,889	-
Total funds carried forward 31 August 2012		<u>129,926</u>	<u>14,200</u>	<u>144,126</u>	<u>19,889</u>

There are no recognised gains and losses other than those in the statement of financial activities. Therefore no statement of total recognised gains and losses has been prepared. All the above amounts relate to continuing activities.

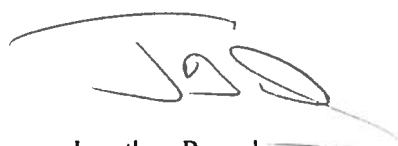
The notes on pages 9 to 12 form part of these financial statements.

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

BALANCE SHEET
AS AT 31 AUGUST 2012

	Note	2012 £	2011 £
Fixed assets			
Tangible assets		-	-
Current assets			
Debtors	4	4,922	6,350
Cash at bank		139,897	25,419
		144,819	31,769
Liabilities			
Creditors: amounts falling due within one year	5	693	11,880
Net current assets		144,126	19,889
Total assets less current liabilities		144,126	19,889
The funds of the charity			
Unrestricted funds		129,926	5,689
Restricted funds		14,200	14,200
Total funds	6	144,126	19,889

The financial statements were approved by the Board of Trustees on 25 February 2013.



Jonathan Round
Chair



Peter Havelock
Treasurer

The notes on pages 9 to 12 form part of these financial statements.

Company Registration Number: 07542466

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2012

1. Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

a) Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Companies Act 2006, the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" and applicable accounting standards.

b) Accounting reference period

The financial statements cover the year ended 31 August 2012. The comparative figures cover the period 24 February 2011 to 31 August 2011.

c) Cash flow statement

The charity, as a small reporting entity, is exempt from the requirement to prepare a cash flow statement under Financial Reporting Standard 1 (Revised) "Cash Flow Statements".

d) Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the charity.

Restricted income funds are funds subject to specific restrictions imposed by donors. The purpose and use of the restricted funds are set out in the notes to the financial statements.

e) Incoming resources

All income is accounted for as soon as the charity has entitlement to the income, there is certainty of receipt and the amount is quantifiable.

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the Trustees' Annual Report.

f) Resources expended

All expenditure is accounted for on an accruals basis and has been listed under headings that aggregate all the costs related to that activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources.

Governance costs are those incurred in connection with the charity's compliance with its constitutional and statutory requirements.

g) VAT

Where appropriate, expenditure includes irrecoverable value added tax.

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2012

2. Incoming resources

	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
Voluntary income:				
Individual donations	179,582	-	179,582	77,084
Donations from charitable trusts	25,650	-	25,650	1,500
Legacies	10,000	-	10,000	-
	<u>215,232</u>	<u>-</u>	<u>215,232</u>	<u>78,584</u>
Activities for generating funds:				
Choral events	1,421	-	1,421	7,319
Investment income:				
Interest receivable	21	-	21	32
Total incoming resources	<u>216,674</u>	<u>-</u>	<u>216,674</u>	<u>85,935</u>

3. Resources expended

	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
Costs of generating funds:				
Fundraising consultancy	60,000	-	60,000	62,818
Campaign brochure and letterhead	-	-	-	1,319
Design and advertising	2,990	-	2,990	602
Costs of choral events	4,392	-	4,392	827
	<u>67,382</u>	<u>-</u>	<u>67,382</u>	<u>65,566</u>
Governance costs:				
Auditors' remuneration	480	-	480	480
Charitable activities:				
Tuition costs	4,000	-	4,000	-
General support costs	20,575	-	20,575	-
	<u>24,575</u>	<u>-</u>	<u>24,575</u>	<u>-</u>
Total resources expended	<u>92,437</u>	<u>-</u>	<u>92,437</u>	<u>66,046</u>

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2012

4. Debtors

	2012 £	2011 £
Gift Aid receivable	4,922	6,350
	=====	=====

5. Creditors: Amounts falling due within one year

	2012 £	2011 £
Accruals	693	11,880
	=====	=====

6. Total funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the charity.

The Trustees intend to secure an endowment fund, the income from which will fund the choristers' music lessons and the Gentlemen's (professional musicians') fees. The restricted funds have been provided for eventual inclusion in the endowment fund.

Fund balances as at 31 August 2012 are represented as follows:

	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
Debtors	4,922	-	4,922	6,350
Cash at bank	125,697	14,200	139,897	25,419
Creditors	(693)	-	(693)	(11,880)
	-----	-----	-----	-----
	129,926	14,200	144,126	19,889
	=====	=====	=====	=====

7. Trustees and employees

No Trustee received a salary or any reimbursement of expenditure.

There were no employees during the period.

THE CHORAL FOUNDATION, THE CHAPEL ROYAL, HAMPTON COURT PALACE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2012**

8. Charitable status

The Choral Foundation, The Chapel Royal, Hampton Court Palace is a charity registered under the Charities Act 1993, no. 1142075. As such the charity is entitled to take advantage of the exemptions granted under section 478 of the Corporation Tax Act 2010.

9. Related party transactions

There were no related party transactions during the year.

10. Capital commitments

As at 31 August 2012 there were no capital commitments.