



**Annual Accounts
And
Trustees' Report
1st April 2021 to 31st December 2021**

RECEIPTS AND PAYMENTS ACCOUNT

For the period 1st April 2021 to 31st December 2021

	Unrestricted funds	Restricted funds	Total
Receipts			
Donations	£2,011.35	£ 301.51	£2,312.86
Gift Aid	£ 486.63		£ 486.63
Grants	£3,000.00	£2,750.00	£5,750.00
Fundraising		£1,500.00	£1,500.00
Bank interest	£ 0.98		£ 0.98
Subscriptions	£7,420.00		£7,420.00
Ticket sales	£3,208.00		£3,208.00
Programme sales	£ 266.00		£ 266.00
Other	£ 10.00		£ 10.00
Total	£16,402.96	£4,551.51	£20,954.47
Payments			
Fundraising			
Performer Fees & expenses	£ 4,626.18	£ 2,100.00	£ 6,726.18
Performer Accommodation	£ 180.00		£ 180.00
Piano hire	£ 540.00		£ 540.00
Venue hire	£ 510.00	£ 580.00	£ 1,090.00
Printing	£ 1,617.83	£ 103.92	£ 1,721.75
Website, postage & stationery	£ 322.84		£ 322.84
Hospitality	£ 145.18	£ 60.40	£ 205.58
Advertising	£ 667.49	£ 98.95	£ 766.44
Administration	£ 1,145.48	£ 138.60	£ 1,284.08
Grants & donations	£ 100.00		£ 100.00
Insurance	£ 95.00		£ 95.00
Independent examination	£ 180.00		£ 180.00
Total	£10,130.00	£ 3,081.87	£13,211.87
Balance Surplus/-Deficit	£ 6,272.96	£ 1,469.64	£ 7,742.60
Funds at 1st April 2021:			
Unrestricted funds		£ 19,063.32	
Restricted funds		<u>£ 100.00</u>	
			£19,163.32
Funds at 31st December 2021:			
Unrestricted funds		£25,336.28	
Restricted funds		<u>£ 1,569.64</u>	
			£ 26,905.92
REPRESENTED BY			
Cash at bank on 31 st December 2021			£ 26,810.92
Cash in hand			<u>£ 95.00</u>
			£ 26,905.92

LINLITHGOW ARTS GUILD (SCIO)

Trustees' Report for the period ended 31st December 2021

The Trustees are pleased to present their report together with the financial statements of Linlithgow Arts Guild for the whole period ended 31st December 2021.

REFERENCE

Charity name	Linlithgow Arts Guild (SCIO)
Scottish Charity Number	SC048083
Address	10 Whitten Lane, Linlithgow EH49 7HW

Trustees

The Trustees who served during this period were

Diana Wild
Anne Thom
David Lunt
Nora Leys
William Stevenson
Tom Packe
Derek Law
Tony Smith
Ian Wallace
Jackie Law
Glyn Eggar

Independent Examiner Victoria Walsh, The A9 Partnership

STRUCTURE, GOVERNANCE and MANAGEMENT

Constitution

Since 22nd January 2018 Linlithgow Arts Guild has had the status of a Scottish Charitable Incorporated Organisation (SCIO). The SCIO became active as of 14th April 2018 following the agreement of members of the predecessor voluntary association to transfer its activities, assets and liabilities to the SCIO.

Recruitment and Appointment of Trustees

Trustees nominated at the AGM are elected by the members present. One third retire each year. The Board may co-opt additional trustees, who must be members, during the year. The Board may at any time appoint any non-member of the organisation to be a charity trustee either on the basis that he/she has been nominated by a body with which the organisation has close contact in the course of its activities or on the basis that he/she has specialist experience and/or skills which could be of assistance to the board.

OBJECTIVES AND ACTIVITIES

The organisation's purposes are to advance the arts by promoting live music performance and related arts in Linlithgow and the surrounding district, through:

- Promoting and publicizing excellence in live music performance;
- Encouraging greater understanding, study and performance of music and related arts;
- and
- Enabling young people to experience high quality live arts performances.

During the April 2021 – December 2021 season Linlithgow Arts Guild promoted a new series of four Summer Season concerts with young musicians from the Royal Conservatoire of Scotland and the first four concerts of our regular season from September 2021 to April 2022. Plans for an opera workshop for primary school children have had to be postponed due to Covid restrictions.

FINANCIAL REVIEW

At their Board meeting on 26th March 2021, Linlithgow Arts Guild Trustees decided to change the Guild's year end from 31st March to 31st December, to take effect from 1st April 2021. This report covers the nine month period 1st April to 31st December 2021.

The financial position at the end of the current financial period is set out above, prepared on a receipts and payments basis as accepted by OSCR for smaller charities.

The substantial balance in income is largely caused by receipt of funding and subscriptions to support the 2021-2022 regular season of eight concerts, comprising four in this short financial year and four in the first half of financial year 2022. Ticket sales have been higher than anticipated and subscriptions rather lower, we believe due to uncertainty in our audience about possible Covid restrictions..

The Summer Series of concerts, supported by Chamber Music Scotland (CMS), covered its costs with a CMS grant and generous donations from the audience.

The Guild is grateful for the financial support of members, non-members, and Chamber Music Scotland.

Approved by the Board of Trustees and signed on its behalf



Ian Wallace

Date: 22.3.22.



Linlithgow Arts Guild (SCIO)

Scottish Charity SC048083

Treasurer's Report for the period from 1st April 2021 to 31st December 2021

Our accounts are prepared on a receipts and payments basis as accepted by OSCR for smaller charities.

Financial Review

At the Board meeting on 26th March 2021, Linlithgow Arts Guild Trustees decided to change the Guild's year end from 31st March to 31st December, to take effect from 1st April 2021. This report covers the nine month period 1st April to 31st December 2021. This step was taken to enable us to meet the reporting requirements of OSCR, the charities regulator, in time for our AGM to be held with the last concert of the season in April.

The substantial balance in income and increase in reserves is largely caused by receipt of subscriptions and funding to support the 2021-2022 regular season of eight concerts, comprising four in this short financial year and four in the first half of financial year 2022. We are very grateful to our members who continue to support us, with membership subscriptions of £7420. While this is rather lower than in pre-pandemic years, we believe this is due to uncertainty about possible Covid restrictions, which we hope will continue to ease. We are grateful to Chamber Music Scotland for their funding of £3000, to our generous sponsors providing £1500, and to members and non-members for their donations.

A new initiative in 2021, the Summer Series of concerts, was very successful, covering its costs with a Chamber Music Scotland grant and generous donations from the audience.

Major items of expenditure were performer fees, venue hire, printing, postage, advertising and website to maintain contact with yourselves and others interested in the Arts Guild, and administration, comprising subscriptions, commission, and Zoom fees.

Overall our financial position remains steady, and with your support we look forward to a full and active year in 2022.

Policy on Reserves

Linlithgow Arts Guild's reserves policy is to hold sufficient funds, £13000, to meet anticipated commitments to performers and hire costs for the first half of the season, at the time of lowest cash flow, i.e. from May to August each year. As of 31st December 2021, unrestricted funds in hand are £25,336.28.

Restricted funds

As a charity, Linlithgow Arts Guild is required to account separately for funds given for specific purposes, Restricted funds, which may be used only for those purposes. In this financial year, the Summer Series was supported by a restricted grant from Chamber Music Scotland.

Examination and Approval

The accounts have been examined by A9 Partnership and approved by the Board of Trustees on 22nd March 2022.

Anne Thom, Treasurer

22nd March 2022



LINLITHGOW ARTS GUILD CHAIRPERSON'S REPORT 2021-22

We can look back with considerable satisfaction on the achievements of the 2021-22 season when we contrast it with the complete shutdown of all live musical activity of the previous year and a half. I would like to thank my fellow committee members to whom these achievements are attributable and in addition I would like to thank the members of the Arts Guild for their continuing support. As a new venture we were able to hold a series of 4 lunchtime recitals in St. Michael's Church given by young professional Scottish musicians. We have mounted a complete series of evening concerts despite the fact that our usual venue at Linlithgow Academy is not available due to alterations to the Hall without prior consultation with the users. Every effort is being made to remedy this situation for the coming season.

We are once again in receipt of financial support from Chamber Music Scotland and from several generous donors in the community. I would like to pay tribute to the late Alan Steel, a tragic victim of covid, who for many years was one of our supporters.

In addition, funding provided by Tesco Limited has allowed us to develop an Opera Project in Linlithgow Primary School in conjunction with Mac Opera, part of Scottish Opera. Sadly because of covid restrictions performance to an audience is not at present possible.

Because of the unavailability of Linlithgow Academy we have had to mount some of our concerts at Bo'ness Town Hall where we have received support from the local staff. Other performances have been held in St. Michael's Church to whose staff we are very much indebted for their support particularly in observing covid regulations.

Planning is advancing for the 22/23 season and in addition we have every intention of running a series of lunchtime concerts during the coming summer. Once again I would urge our members to renew their membership for the coming season and to make every effort to recruit new members. The future of the Arts Guild depends entirely on your support and in addition I would ask our members to give serious thought to offering help to the committee, particularly if you have special expertise in finance and management.

I look forward to the future with great optimism as the Arts Guild moves into its second half century, despite the problems which we have encountered in the last couple of years.

Ian Wallace

Chair

Linlithgow Arts Guild (SCIO) is a Scottish registered charity No. SC048083