



Church Music Society

Registered Charity No 1200306

2023 Report of the Trustees

Registered Charity No

1200306

Address

49 High Street
Brampton
Huntingdon
PE28 4TQ

President

The Most Reverend Bernard Longley
Archbishop of Birmingham

Vice-Presidents

Judith Bingham OBE
Geraint Bowen
Dr Harry Bramma
Ian Curror

Carl Jackson MVO
Richard Lyne
Dr Martin Neary LVO
Dr Cecilia McDowall

Dr Philip Moore
Dr Michael Nicholas
Prof James O'Donnell LVO KCSG
Dr Alan Thurlow

Patrons

The Right Reverend Guli Francis-Dehqani *Bishop of Chelmsford*
The Lord Glenarthur
Sir James MacMillan CBE

Honorary Life Members

Anne Fleming

Anne Langley

Jeanne Roberts

Executive Committee and Trustees

Chairman

Professor Patrick Russill

Timothy Byram-Wigfield
Tansy Castledine
David Condry
Séan Farrell

Trevor Ford
Robert Gower
Michael D Harris
Dr Peter Horton

Dr Christopher Ouvry-Johns
The Revd Canon Dr Victoria Johnson

Officers

Secretary

Dr Simon Lindley

General Editor

Dr Geoffrey Webber

Treasurer

John Roch FCA (until 15 October 22)
Kim Gilbert (from 15 October 22)

Bankers

Virgin Money
157 Bradfield Road
Sheffield
S6 2LY

Annual General Meeting

Saturday 14 October 2023

At the Metropolitan Cathedral Church and Basilica of St Chad,
St Chad's Queensway, Birmingham B4 6EU

In the Grimshaw Room, Cathedral House

1.30 pm: Presentation to the Very Reverend Michael Tavinor, Dean Emeritus of Hereford,
President of the Society 2005-2020

1.45 pm: Address by Professor David Saint, Director of Music, St Chad's Cathedral, on the
musical history of the Cathedral

2.30 pm:

Welcome

Apologies for absence and messages of goodwill

1. In Memoriam
2. Minutes of the 2022 Annual General Meeting held 15 October 2022
3. Trustees' Report and Financial Statements for the Year Ending 31 March 2023
4. Publications Report
5. Elections

Under the Society's Constitution, the following Trustees stand down at this AGM, but are eligible to stand for a further three years and have indicated their willingness to do so:
Robert Gower, David Condry.

The appointments of Chairman and non-executive honorary positions are made by the Trustees but are offered to the membership for approbation.

6. Subscriptions for the coming year
From 1 January 2024, the subscription rates and structure will be as follows:
Corporate and **Individual Membership** to remain at £25;
Free **Associate Membership** without voting rights is available to those under 30, or 75 and over.
7. Any Other Business
8. Presentation to Mr John Roch, Treasurer 2016-2022

Minutes of the 116th Annual General Meeting of the Church Music Society

Held at 3.30 pm on Saturday 15 October 2022 in

St Wilfrid's Hall, The London Oratory, Brompton Road, London SW7 2RP

Present

Chairman: Professor Patrick Russill

Vice-Presidents: Ian Curror, Carl Jackson MVO, Richard Lyne

Trustees: Tim Byram-Wigfield, David Condry, Trevor Ford, Dr Peter Horton, Dr Chris Ouvry-Johns

Officers: Dr Simon Lindley, Secretary; John Roch, Treasurer; Dr Geoffrey Webber, General Editor

Members and Guests: Miss Shirley Dex, Mrs Victoria Hight, Mrs Sue Scattergood, Tom Coxhead, Norman Harper

Welcome

The Chairman welcomed all present.

Comments on the Schola Cantorum of the London Oratory School

Charles Cole, Director, Schola Cantorum of the London Oratory School gave an outline of the work and education of the Schola Cantorum who were to provide the music at the Mass at the end of the afternoon.

Apologies for absence and messages of goodwill

These had been received from The President, Honorary Patrons, Vice Presidents and Trustees not in attendance and from 22 other members of the Society.

1. In Memoriam

The Secretary reported that the Revd Jonathan Boston had died since the last AGM. At the Chairman's invitation a period of silence in tribute and remembrance was observed.

2. Minutes of the 2021 Annual General Meeting and Special General Meeting

Both held by Zoom on Thursday 14 October 2021

On the proposal of Ian Curror, seconded by Richard Lyne, the minutes of the 2021 Annual General Meeting were approved unanimously.

On the proposal of Dr Peter Horton, seconded by Carl Jackson, the minutes of the Special General Meeting were approved unanimously.

3. Trustees' Report and Financial Statements for the Year Ending, 31 March 2022

On the proposal of Norman Harper, seconded by Dr Chris Ouvry-Johns, the Trustees' Report was received.

The Chairman reported that Mr Roch had decided to stand down as Treasurer but had kindly agreed to assist as needed with the transition to his successor. The Chairman paid tribute to the Mr Roch's valuable contribution to the administration of the Society's financial business as well as his long and continuing active involvement in the Society as a Life Member.

4. Report: Registration of the Society as a Charitable Incorporated Organisation, Registered Charity Number 1200306

The Chairman, with contributions from the Treasurer and Mr Ford, reported that the Society was now registered as a Charitable Incorporated Organisation (CIO) as from 8 September 2022. Moving the assets together with the banking and investment accounts from the old charity to the new CIO would now proceed.

5. Publications Report

The General Editor first thanked the members of the Publications Sub-Committee for their work and noted that sales were beginning to pick up after the pandemic.

Since last year's AGM, new titles are now available as downloads via OUP's commercial partners, such as Chimes Music in the UK and sheetmusicplus and others internationally.

New Publications

Robert Ramsey	<i>How are the might fall'n</i> (ed. J. Stutter)
Nicholas Strogers	<i>Short Evening Service: Magnificat, Nunc dimittis & Deus misereatur</i> (ed. G. Webber)
Christopher Ouvry-Johns ed. Shaw / Webber	<i>Litany to the Holy Spirit</i> <i>Preces and Responses</i> , revised edition, also containing the Preces & Responses by Thomas Tallis in four parts and settings of the Lord's Prayer by Robert Stone and Thomas Morley

Reprinted titles

Kenneth Leighton	<i>Communion Service in D</i>
Philip Moore	<i>Preces and Responses</i>

Website

In tandem with the publication of a new edition of the volume of 'Tudor' Preces & Responses, a range of related supplementary material has been added to the Commentaries page on the website.

On the Music Downloads page, the following new items have been posted:

Robert Gower	<i>Cycle of Responsorial Psalms</i> , Year A (completing a cycle of Responsorial Psalms for all three years of the Roman Catholic liturgy)
arr. Patrick Russill	<i>Infant holy</i> , for upper voices and organ
arr. Patrick Russill	<i>Rocking</i> , for upper voices and organ
Paul Trepte	<i>Mary of Nazareth</i> , for unaccompanied SSAATTBB choir

Work in progress

Dr Webber reported on the following:

John Sheppard	<i>Reges Tharsis</i> (ed. S. Dunkley)
ed. R. Webber	' <i>Solemn Notes of Sweetest Sound</i> ' - music from the charity institutions of Georgian London
ed. G. Webber	<i>Preces and Responses Vol. 2</i> (sets by Gibbons & Barnard, Child, Ayleward, Reading and Ebdon)

6. Elections

The Chairman reminded the meeting that the arrangements for the election of Trustees had changed, following the adoption of the new Constitution, with one-third of their number standing down each year.

Trevor Ford then took the Chair.

The following Trustees were standing down at this AGM, were eligible for re-election, and had all indicated their willingness to stand: Sean Farrell, Michael Harris, Dr Peter Horton, Professor Patrick Russill.

On a proposal from the Chair, all were duly re-elected, to serve for three years.

Mr Ford clarified that appointments of Chairman and non-executive honorary positions are made by the Trustees, but are offered to the membership for approbation.

Professor Russill then resumed the Chair.

7. Subscriptions for the coming year

The Trustees proposed that from 1 January 2023 the subscription rates and structure will be as follows:

Corporate and Individual Membership to remain at £25;

Individual Membership at the standard rate to continue to age 75 (rather than 65 as at present);

Free Associate Membership without voting rights to be offered to those aged under 30, and aged 75 and over;

Direct Debit Discount to be abolished.

On the proposal from the Chair, this was noted.

8. Other Business

No other business had been proposed for the Meeting.

9. Presentation to Mr Richard Lyne

The Chairman paid tribute to the work which Mr Lyne had undertaken as General Editor 1986-2019. Dr Lindley commented on Mr Lyne's assiduity. The Chairman then presented to Mr Lyne bound volumes containing all the Society's publications for which he had been responsible. Mr Lyne responded with his thanks for the presentation.

Closing comments from the Chairman

After thanking Mrs Hight and Mrs Scattergood for the tea arrangements, Professor Russill spoke about the rich musical tradition of the Oratory and showed a selection of archive scores.

After tea, the afternoon ended with members attending the 6.00 pm Vigil Mass in the Oratory Church with music provided by Schola Cantorum of the London Oratory School, Director: Charles Cole, Organist: Ben Bloor.

Prelude: *Élévation (Messe des Couvents)* *Couperin*

Propers *Gregorian chant*

Missa *Vidi speciosam (Gloria, Sanctus and Agnus Dei)* *Victoria*

Ave Maria *Parsons*

O sacrum convivium *Tallis*

Postlude: *Prelude in C (BWV 545)* *Bach*

2023 Report of the Trustees

Introduction

The Trustees have pleasure in presenting their 2023 report.

As reported at the 2022 AGM, the Society was registered as a Charitable Incorporated Organisation (CIO) on 8 September 2022. The process of transferring the banking and investment accounts from the old charity to the CIO continued throughout the rest of the 2022-23 financial year, with the final transfer of balances taking place on 31 March 2023.

There were no transactions through the CIO's bank account prior to 1 April 2023. The accounts presented at the 2023 AGM are therefore the final accounts of the old charity.

Recovery of copy sales and associated income after the pandemic appears to be slow but steady. The Executive Committee is keeping a careful eye on the Society's business strategy within the context of the Society's financial position and evidence of the retail market.

Structure and Governance

The Society is administered by its Executive Committee, whose members have been elected annually by the Annual General Meeting and serve as its Trustees. One third retire by rotation each year and are eligible for re-election in accordance with the Constitution.

There have been no changes with regard to the personnel of the Trustees during the year. Timothy Byram-Wigfield and Tansy Castledine have indicated that they do not intend to stand for re-election at this year's AGM.

The Executive Committee has met online during the year, as has the Publications Sub-Committee.

The Officers attend the meetings of the Trustees.

This year's Annual General Meeting will be held at St Chad's Cathedral, Birmingham on Saturday 14 October.

Publications

New publications

John Sheppard
ed. R. Webber

Reges Tharsis (ed. S. Dunkley)
'Solemn Notes of Sweetest Sound' - music for upper voices from the
Charity Institutions in Georgian London

William Child

O Lord, grant the King a long life (ed. G. Webber)

Titles reprinted due to lack of stock

Philip Moore
Felix Mendelssohn
William Denis Browne
Herbert Howells
Daniel Purcell

Preces & Responses (also reprinted last year)
For he shall give his angels
Magnificat & Nunc Dimittis in A
Haec dies
Magnificat & Nunc Dimittis in E Minor

Additions to the website

Music for free download:

William Byrd *O Lord, make thy servant our sovereign Lord King Charles* (ed. G. Webber)
Orlando Gibbons *Grant, O Holy Trinity that thy servant Charles our King* (ed. G. Webber)

Commentaries and Articles:

Geoffrey Webber Article: 'David's mystery and Mary's history': the Alternative Canticles at Evensong: (i) From the Reformation to the Interregnum (GW)

Music Mailing Distributions

The mailing of music to members, in accordance with their membership rights, is now handled by Banks Music Publications.

Equality, Diversity and Inclusion Policy

The Society's Policy on Equality, Diversity and Inclusion may be found on the website.

General Data Protection Regulation

In order to ensure on-going compliance with statutory requirements, a careful review of the Society's GDPR arrangements is being undertaken.

Risk Policy

Our Risk Policy is reviewed every year.

The Society does not have a great exposure to direct risk. The main commercial risk is from inadvertent use of images or the reproduction of music for which permission is needed from the copyright holders. The Trustees are careful in review of these matters.

Reserves and Investment Policy

The Committee has concentrated most of its investments in the Charities Official Investment Fund for income, and the M&G Charifund for capital growth. This is considered to be the most appropriate policy to maintain income and protect capital.

The charity does not aim to have an excess of receipts over payments on an annual basis. General cash reserves are kept low, but at a sufficient level to meet six months' worth of normal expenditure.

**Receipts and Payments Accounts for the year ended 31 March 2023
and Statement of Assets and Liabilities as at that date.**

General Account

Receipts	<i>Note</i>	2023	2023	2022	2022
		£	£	£	£
Royalties					
Quarterly receipts			6560		4367
Investment Income					
Dividends		6715		6084	
Interest		73		52	
			6788		6136
Donations, legacies and similar receipts					
Subscriptions		693		1034	
Donations		18		366	
			711		1400
Total Receipts			£14,059		£11,903

Payments	<i>Note</i>	2023	2023	2022	2022
Publishing					
Editorial costs		608		620	
Origination costs		1920		560	
Printing		6730		2663	
General Editor's fee		4750		3562	
			14008		7405
Charitable donation					
Francis Jackson Choral Fund			0		500
			596		0
Lectures					
Governance					
Annual Meeting		545		0	
Committee Meetings		0		0	
Travel expenses					
Trustees		0		0	
Officers		1878		855	
Officers' Fees		3000		3000	
Presentation to Richard Lyne		233		0	
			5656		3855
Administration					
Bank charges		11		196	
Website		597		546	
Postage		1063		1393	
Printing		481		0	
Stationery		0		87	
Sundry		201		117	
			2353		2339
Total Payments			22613		14099
Excess of payments over receipts			8554		2196
OUP overpayment received on account of future royalties due			10155		0
Excess of receipts over payments			1601		2196
Bank balances transferred to CIO on 31 March 2023			19396		0
Total outflow for the year			£17,795		£2,196
Virgin Money balances 1 April	2022:2021		£17,795		£19,989
Virgin Money Balances 31 March	2023:2022		0		£17,795

Permanent Endowment Fund

	<i>Note</i>	2023	2022
		£	£
<i>Cash at bank</i>			
1st April	2022:2021	187	187
Transferred to CIO	2023:2022	-187	0
31st March		£0	£187

Statement of Assets and Liabilities at 31 March 2023

		General Purpose £	Permanent Endowment £	2023 Total £	2022 Total £
Assets					
Monetary Assets					
<i>Virgin Money</i>		0	0	0	17983
<i>NS&I</i>		971	-	971	971
		971	0	971	18954
Investments at valuation	6	25941	100551	126492	131862
Debtors	4	0	0	0	1561
Total Assets		£26,912	£100,551	£127,463	£152,377
Liabilities					
Creditors	5	£8,912	£0	£8,912	£272
Total assets less liabilities		£18,000	£100,551	£118,551	£152,105
Transferred to CIO on 31 March 2023		£18,000	£100,551	£118,551	
Remaining		£0	£0	£0	

Other assets

The Society has stocks of music and copyrights which are not included, as valuation has been considered impracticable.

Valuation

The investments are stated on the market value as 31 March 2023 for a better understanding of the situation as at that date. Historical costs are shown in note 5.

Notes to the accounts for the year ended 31 March 2023

1 Accounts

These are the closing accounts of the old CMS charity (No 290309), which show the transfer of assets and undertakings to the CMS Charitable Incorporated Organisation (No 1200306).

2 Royalties and fees

Oxford University Press has been granted exclusive rights under royalties agreements.

In July 2022 OUP overpaid the Society for royalties then due. After taking our credit for the full amount of royalties actually due in the year, at 31 March 2023 the outstanding balance due to OUP was £8666.

3 Related party transactions

- a The trustees are not remunerated
- b Fees have been paid to Officers in accordance with paragraph III of the Rules.

		2023	2022
	<i>G Webber</i>	£4,750	£3,502
	<i>S Lindley</i>	£2,000	£2,000
	<i>K Gilbert</i>	£1,000	
	<i>J D Roch</i>		£1,000

- c Authorised expenses were reimbursed to officers totalling £1878 in the year

4 Debtors

	2023	2022
Oxford University Press		
<i>Royalties Jan-Mar quarter</i>	£0	£1,561

5 Creditors

	2023	2022
Oxford University Press		
<i>Balance of overpayment as at 31 March 2023</i>	£8,666	£0
Reprint permission	£225	£225
Reimbursements		
<i>Stationery</i>	£24	£47
	£8,915	£272

6 Permanent Endowment Fund

The Permanent Endowment Fund was set up to maintain the capital of the Charity equating to funds in the Charity on its reconstitution in 1984. The income is available for the general purposes of the Charity while the capital is maintained.

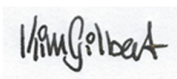
	acquisition date	cost £	value 31.3.22 £	change in value £	value 31.3.23 £
COIF Charities Fixed Interest Fund					
Income Units	7424 31.8.93	10000	9239	-482	8757
	2874 09.08.93	20000			
	1342 05.03.02	15000			
	888 14.08.01	10000			
	903 07.10.01	10000			
	6007	55000	94893	-5799	89094
			104132	-6281	97851
Virgin Money		187	187	-187	0
Balfour Beatty					
<i>Redemption proceeds due</i>		-	2700	-	2700
		£65,187	£107,019	-£6,468	£100,551
Transferred to CIO 31 March					-£100,551
Remaining Investments					£0

7 General Fund

M&G Equities Investment Fund for Charities (Charifund)

Charifund units					
	1383 31.03.02	10707			
	366 03.06.04	4000			
	1749	£14,707	£27,630	-£1,689	£25,941
Transferred to CIO 31 March					-£25,941
Remaining Investments					£0

Signed

Handwritten signature of Kim Gilbert in black ink.

Kim Gilbert
Treasurer

Handwritten signature of Patrick Russell in purple ink.

Patrick Russell
Chairman

Date

12 September 2023

Church Music Society

Charitable Objectives

The Church Music Society is a national charity, founded in 1906: the current Constitution was adopted in 2021.

The Church Music Society exists to advance the education of the public in the Art and Science of church music primarily by publishing music of the highest quality, both in context and presentation, for the diverse needs of the Christian Church. It also seeks to promote the cause of church music by disseminating information and co-operating with like-minded organisations. Its non-partisanship and insistence on high standards is supported by a strong body of professional and amateur musicians whose aim is to enhance the quality of worship by the provision of suitable compositions from all periods for a wide variety of resources.

Public Benefit

The Trustees consider that the Charity Commission's guidance on public benefit is met by the production of high quality music available to all interested parties of any denomination or those with a general musical interest, and is not otherwise generally obtainable through commercial publishers. The Church Music Society relies on investments and the income from music sales through the Oxford University Press to cover its operating costs.

Membership

Membership is open to all interested in the objects of the Society on payment of an annual subscription.

