



Church
Music
Society

Registered Charity
No 290309

2020 Report of the Trustees

Receipts and Payments Accounts
for the year ended
31 March 2020
and
Statement of Assets and Liabilities
as at that date

Church Music Society

Registered Charity No
290309

Address

c/o 39 Pine Croft
Chapelton
Sheffield S35 1EB

President

The Very Reverend Michael Tavinor
Dean of Hereford

Vice-Presidents

Dr Harry Bramma	Richard Lyne
Ian Curror	Dr Martin Neary LVO
Dr Francis Jackson CBE	Dr Michael Nicholas

Dr James O'Donnell KCSG
Dr Alan Thurlow

Honorary Members

Anne Fleming	Anne Langley
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Executive Committee and Trustees

Chairman

Patrick Russill	David Condry	Dr Peter Horton
	Séan Farrell	Dr Christopher Ouvry-Johns
Timothy Byram-Wigfield	Robert Gower	The Rev Canon
Tansy Castledine	Michael D Harris	Dr Victoria Johnson

Secretary

Dr Simon Lindley	Editor Dr Geoffrey Webber	Treasurer and Membership Secretary John Roch FCA
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Bankers

Yorkshire Bank	Account name	Church Music Society
12 Loundside	Sort code	05 - 08 - 23
Chapelton	Account No	7196 0123
Sheffield	IBAN	GB15 YORK 0508 2371 9601 23
S35 2UN		

PayPal account

finance@church-music.org

Independent Examiner

Jonathan Morrish
20 Milford Place
Heaton
Bradford
BD9 4RU

Annual Meeting

Thursday 24 September 2020
at 1.30 pm by Zoom

Agenda

- 1 In Memoriam
- 2 Minutes of the 2019 Annual General Meeting
held at The Charterhouse on Thursday 4 October 2019
- 3 Trustees' Report and Financial Statements for the Year Ending 31 March 2020
- 4 Subscriptions for the coming year
- 5 Publications Report including future editorial and origination arrangements
- 6 Elections

Honorary Members	Individuals as listed opposite
President	with the addition of Jeanne Roberts
Vice-Presidents	with the addition of Judith Bingham OBE and Geraint Bowen
Chairman	
Honorary Secretary	
Honorary Treasurer	
Members of the Executive Committee	with the addition of Trevor Ford, who was coopted to the Committee in August 2020
- 7 Any Other Business

Minutes of the 114th Annual General Meeting 4 October 2019

The Annual General Meeting of the Society was held at The Charterhouse, London EC1 by kind permission and at the invitation of Life Member Graham Matthews, Organist of The Charterhouse.

Present

There were some twenty members and officers present: Miss Shirley Dex, Mrs Victoria Highet; Drs Alan Thurlow and Geoffrey Webber; Messrs Richard Lyne, Graham Matthews, David K Patrick, and Norman Harper; along with the Honorary Treasurer, John Roch and Honorary Secretary, Dr Simon Lindley.

Apologies

Apologies for Absence together with many messages of goodwill had been received from The President, The Very Reverend Michael Tavinor, Vice-Presidents Sir Stephen Cleobury, Drs Harry Brama, Francis Jackson, Martin Neary, Michael Nicholas and James O'Donnell, Honorary Members Mesdames Anne Fleming and Anne Langley, Members The Lord Glenarthur, Professors John Morehen and Lionel Pike; The Reverend Dr Anthony Gelston, Drs Andrew Earis, Peter Horton, and John Hukku.; Messrs Geoffrey Berryman,, Mr Garry Humphreys, Messrs Philip Duffy, Ian Henderson, Alan Horsey, Marcus Ladell, Brian Plank, John Rippin, and David Watson.

The Chair

Mr Byram-Wigfield would be joining the meeting later: in his absence, Dr Simon Lindley, Honorary Secretary, took the Chair; he welcomed all to the meeting.

Minutes of the 2018 Annual General Meeting

The minutes of the 2018 Annual General Meeting were approved.

Trustees' Report and Financial Statements

The Trustees' Report and the Financial Statements for the year ended 31 March 2019 were presented by the Honorary Treasurer and received by the Meeting.

Independent Examiner

The Honorary Treasurer reported the resignation of Mr Kevin Preston of Amherst and Shapland of Minehead, who had acted as Independent Examiner for many years; it was proposed that Mr Jonathan Morrish of Bradford be appointed to succeed him. Mr Morrish already undertook similar work for a number of bodies with musical links, including the English Hymnal Company and the Ecclesiastical Music Trust.

The Honorary Secretary thanked Mr Roch for his sterling work for the Society and this was received with acclaim by those present.

General Editor

Mr Lyne had, in the Summer of 2019, made a further visit to the Annual Conference of the Association of Anglican Musicians, held in Boston, Mass. Dr Lindley reported that our close association with AAM was, once again, splendidly sustained by Mr Lyne; since the end of the financial year under review, a grant had been made towards Mr Lyne's visit to the USA.

Mr Lyne advised that Dr Geoffrey Webber of Cambridge, who had edited music for the Society over many years with great success and distinction, had been appointed by the Executive Committee as our new General Editor; this news, and that of the appointment of a new typesetter for the Society, Jackie Leigh, resident in Chesham within easy distance of the Society's printers, Halstan's, was received with acclamation by the meeting.

He reported that small print runs could now be produced by Halstan's digitally rather than lithographically at a lower cost; and "on demand" titles were efficiently managed for us by Banks Music Publications of Hovingham near York, who supply copies under membership discount arrangements.

Publications

The Society had continued the editing and publishing of high quality music during the course of the year.

Richard Dering's *Quem vidistis, pastores?* edited by Richard Lyne had been published and been distributed to members.

The last twelve months had seen a major programme of reprints of the Society's publications to maintain stocks at a good level. In particular, Mr Lyne reported on the encouraging levels of recent sales figures, both during the year under review and in the six months since the year end. The level of general sales had increased by 39% since his report to the last Annual Meeting.

Future issues were confirmed as including:

Richard Dering	Jesu, dulcis memoria
Sweelinck	Ab oriente venerunt magi
Taverner	Dum transisset Sabbatum

Mr Lyne was warmly thanked for his 33 years devoted service as Honorary General Editor.

Dr Webber addressed the meeting in his capacity as our new General Editor. He was set imminently to re-convene the Publications Sub-Committee, renewing personnel in very much the same way as would be the case with the Executive Committee.

In respect of publications, the main matters were: What would be published and How it would be issued; the opportunity to address such matters as the Website and associated research material.

Elections

President The Very Reverend Michael Tavinor. Vice-Presidents Sir Stephen Cleobury, Dr Harry Bramma, Dr Francis Jackson, Dr Martin Neary, Dr Michael Nicholas and Dr James O'Donnell were re-elected, and three new Vice-Presidents: Dr Alan Thurlow, Mr Ian Curror and Mr Richard Lyne were proposed and elected.

The Honorary Secretary made reference to the distinguished service of Mr Curror and Mr Lyne as Chairman and Honorary General Editor respectively and Dr Thurlow's three decades of unstinting service as a member of the Executive Committee, not least in respect of his diligence over matters of governance and the running of the Society.

Chairman Mr Patrick Russill was elected Chairman of the Society for the coming year. Mr Byram-Wigfield would remain on the Committee and as a Trustee as Immediate Past Chairman.

Officers

The elections of Dr Lindley and Mr John Roch as the Society's Honorary Secretary and Honorary Treasurer were proposed, seconded and agreed by the meeting.

Executive Committee

The members of the Executive Committee – Mr Timothy Byram-Wigfield, Mr Séan Farrell, Mr Robert Gower, Mr Michael Harris and Dr Peter Horton were proposed and elected unanimously. There were no abstentions.

Other Business

Mr Russill addressed the meeting, highlighting some significant matters that had begun to be addressed during the course of the past year and would be addressed during the months ahead.

He thanked Mr Byram-Wigfield in warm terms for his chairmanship of the Society over the past years and was pleased that he was to continue his association in the year ahead as Immediate Past Chairman.

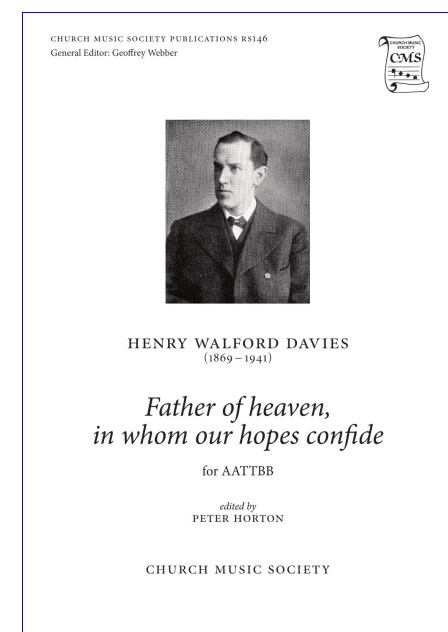
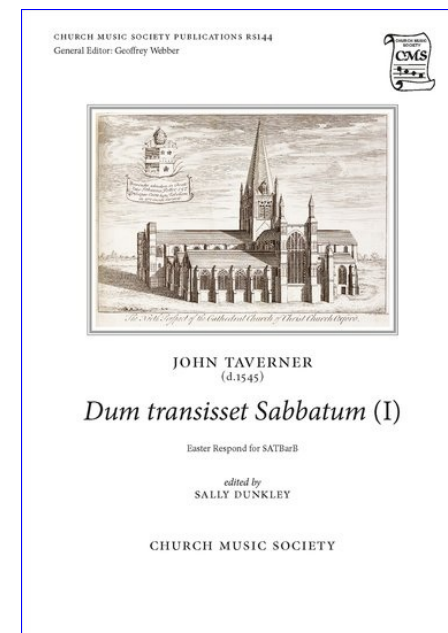
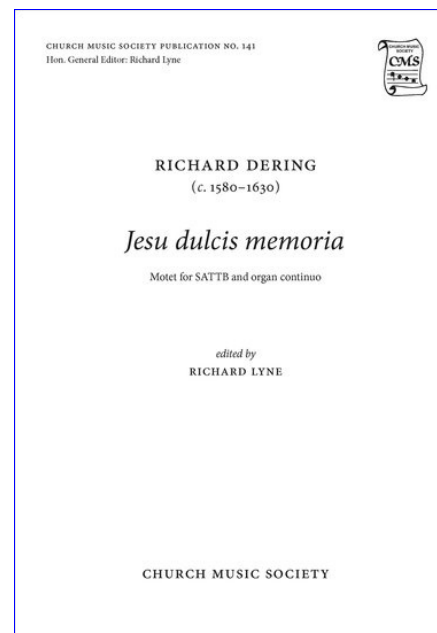
Mr Russill also recorded the honour of Knighthood that had recently been conferred upon our Vice-President, Dr Stephen Cleobury.

Mr Patrick asked about as to the progress of the two most recent Newsletters for 2018 and 2019. Dr Lindley regretted the delay in preparing these items and would be addressing this backlog at an early date.

Mr Lyne asked about a press release in respect of our new editorial arrangements and other matters: Dr Lindley assured him that this would be attended to.

Thanks

Grateful thanks were due, once again, to Mr Matthews for enabling the meeting, and the staff of The Charterhouse for their welcome, hospitality, tea and coffee.



2020 Report of the Trustees

Covid-19 pandemic

This Report is being prepared in the midst of the uncertainties of the Covid-19 pandemic. With the consequent difficulties for choirs and choral societies our royalty income from copy sales, public performances and on-line streaming has fallen sharply.

Quarterly royalty receipts are usually of the order of £1900: for the June 2020 Quarter we have received £525.

The forecasts for investment income and interest do not make good reading; and the market values of investments have fallen, although there has been some improvement since the year-end.

Meanwhile, a cautious Executive Committee is meeting digitally, and work on new publications continues. Arrangements are in hand to hold a digital Annual Meeting.

Banking arrangements

Following the Government intervention in 2009 to prevent a crash, RBS branches in England and Wales were to be divested, in order to comply with EU state aid requirements.

The CMS accounts were formerly with Williams and Glyn's Bank, which had become part of the Royal Bank of Scotland Group in the 1930s. Using the national incentivised switching scheme to facilitate the migration of accounts from RBS to other banks, we have moved our accounts to Yorkshire Bank (which is being re-branded as Virgin Money).

The transfer was not as stress-free as we had hoped; we have been credited with the incentive bonus of £1600.

Subscriptions

With lowered expectations for investment income, subscriptions and donations become more significant: unfortunately, several members are in arrears with their subscriptions. Payment can now be made by direct on-line transfer, or through PayPal, and the necessary details are shown on page 2 of this booklet.

Structure and Governance

The Society is administered by its Executive Committee, whose members are elected annually by the Annual General Meeting and serve as its Trustees. The Honorary Officers attend the meetings of the Trustees.

Trustees

During the year the following were coopted as members of the Executive Committee and invited to serve as Trustees:

Ms Tansy Castledine
Director of Music, Peterborough Cathedral

Mr David Condry
Director of Music, Kingston Parish Church

Dr Christopher Ouvry-Johns
Director of Music, Leicester Cathedral

The Rev Canon Dr Victoria Johnson
Precentor, York Minster

General Data Protection Regulation

2018 saw the introduction of the General Data Protection Regulation: we believe that we are fully GDPR compliant

Risk policy

Our Risk Policy is reviewed every year, and the implications of the present uncertainties have been borne in mind.

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 copyright holders. The Committee is careful in its review of these matters.

Publications

Since our last Report we have issued

New Publications

Dering	Jesu dulcis memoria
Sweelinck	Ab oriente venerunt magi
Taverner	Dum transisset Sabbatum

Reprinted titles

Sumsion	Ascension & Pentecost
Howells	Mass in the Dorian Mode
Greene	Lord let me know mine end
Moore	Responses
Bach	Jesu, joy of man's desiring
Ellis	There is no Rose
Bevan	There's a wideness in God's mercy

To be issued shortly

Walford Davies	The Souls of the Righteous
Walford Davies	Father of heaven, in whom our hopes confide
John Sheppard	Verbum caro factum est

Reserves and Investment Policy

Details of the Society's investments are shown in Notes 5 and 6 to the accounts.

Accounts

The receipts and payments account attached to this report has been prepared in accordance with statutory requirements and the Charities Statement of Recommended Practice; it also complies with the charity's governing document, the Rules of the Church Music Society 1984.

P Russill signed

3 September 2020

Receipts and payments account for the year ended 31 March 2020

General Account

Receipts	Note	2020	2020	2019	2019
		£	£	£	£
Royalties					
Copy sales	1	7987		6907	
Recording, streaming		167		416	
Performing		140		183	
Collections		663		753	
			8957		8259
Investment income					
Dividends		7096		6825	
Interest		42		19	
			7138		6844
Donations, legacies and similar receipts					
Subscriptions		1501		1545	
Donations		41		181	
Legacies		200		0	
			1742		1726
Total receipts			£17837		£16829

Payments	Note	2020	2020	2019	2019
		£	£	£	£
Publishing					
Editorial costs		325		470	
Origination costs		620		0	
Printing		2615		4732	
General Editor's honorarium		4375		3500	
			7935		8702
Lectures and Presentations					
Lectures			558		0
Governance					
Annual meeting		260		430	
Committee meetings		50		150	
Travel expenses					
Trustees		153		0	
Officers		2116		2805	
Independent examination		600		0	
Officers' honoraria		3500		3500	
			6679		6885
Administration					
Bank charges		436		190	
Website		30		466	
Postages		201		358	
Stationery		0		0	
Publicity		0		288	
			667		1302
Total payments			£15839		£16889
Excess of receipts over payments for the year			1998		-
Excess of payments over receipts for the year			-		60
Cash at bank 1 April 2019			£23319		£23379
Cash at bank 31 March 2020			£25317		£23319

Permanent Endowment Fund

Note	2020	2019
	£	£
There were no receipts or payments during the year		
Cash at bank 31 March 2019 and 2020	£187	£187

Statement of assets and liabilities at 31 March 2020

	General Purpose	Permanent Endowment	2020 Total	2019 Total
	£	£	£	£
Assets				
Monetary assets				
Royal Bank of Scotland	24342	187	24529	22531
NS&I	950	-	950	950
PayPal	25	-	25	25
	25317	187	25504	23506
Investments at valuation: note 5	20909	84683	105592	132314
Debtors	3 1905	-	1905	2375
Total assets	£48131	£84870	£133001	£158195
Liabilities				
Creditors	4 £1816	-	£1816	£1016
Total assets less liabilities	£46315	£84870	£131185	£158089

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 basis of market value as 31 March 2020 for a better understanding of the situation as at that date. Historical cost details are shown in note 5.

Notes to the accounts for the year ended 31 March 2020

1 Royalties and fees

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

	2020	2020	2019	2019
	£	£	£	£
Copy sales				
UK	4029		3400	
Rest of the World	3958	7987	3507	6907
Recording and streaming				
UK	108		142	
Rest of the World	59	167	164	416
Performance				
UK	87		167	
Rest of the World	53	140	16	183
Print permissions		483		575
Items included in anthologies		180		178
		£8957		£8259
Gross values of copies sold				
UK	7325		6180	
Rest of the World	7195	£14520	6375	£12555

2 Related party transactions

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

		2020	2019
G Webber	Editor	£4375	£0
R Lyne	Editor	£0	£3500
S Lindley	Secretary	£1750	£1750
J D Roch	Treasurer	£1750	£1750

- c Authorised expenses were reimbursed to officers totalling £2116 in the year, and £243 was reimbursed after the year end.

3 Debtors

	2020	2019
Oxford University Press Royalties Jan-Mar 2020	£1905	£2375

4 Creditors

	2020	2019
Origination costs	£1288	£0
Reprint permission	£225	£225
Room hire	£60	£0
Reimbursements Fares, postage, website	£243	£791
	£1816	£1016

5 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 31.3.19 £	change in value £	value 31.3.20 £	
COIF Charities Fixed Interest Fund						
Income units						
	7424	31.08.93	10000	10060	111	10171
M&G Equities Investment Fund for Charities (Charifund)						
Charifund units						
	2874	09.08.93	20000			
	1342	05.03.02	15000			
	888	14.08.01	10000			
	903	07.10.01	10000			
	6007		55000	92448	-20636	71812
Balfour Beatty plc						
Cum conv red pref shares						
	2700	17.08.93	3964	2889	-189	2700
Redeemed at 100p on 1 July 2020						
			68964	105397	-20714	84683
Cash at bank						
			187	187	-	187
			£69151	£105584	-£20714	£84870

6 General Fund

M&G Equities Investment Fund for Charities (Charifund)						
Charifund units						
	1383	31.03.02	10707			
	366	03.06.04	4000			
	1749		£14707	£26917	-£6008	£20909

John D Roch signed

P Russill signed

3 September 2020

Rules of the Church Music Society

A Registered Charity, No 290309

At the Annual General Meeting of the Society held at 10 Stratford Place, London W1N 9AE on 18 September, 1984, the following Rules were adopted on a proposal of Dr Watkins Shaw, seconded by Dr Peter le Huray and carried nem con

- I The Society shall be called the Church Music Society.
- II The object of the Society is to advance the education of the public in the Art and Science of Church Music by facilitating the selection and performance of the music which is most suitable for different occasions of Divine Worship and for different types of choir, without partisanship for any particular style of composition and without adopting any one ecclesiastical standpoint. In furtherance of this object, it may, through its Executive Committee:
 - a) publish music not otherwise accessible in suitable form;
 - b) undertake studies in the history and practice of Church Music;
 - c) co-operate with other bodies;
 - d) raise funds and invite and receive subscriptions from any person or persons whatsoever by way of subscriptions and otherwise;
 - e) establish or assist in the establishment of similar charitable bodies
 - f) do all such other things as may further the object of the Society.
- III The income and property of the Society whencesoever derived shall be applied solely toward the promotion of the object of the Society provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to any officer or servant of the Society or to any member of the Society in return for such services actually rendered to the Society, provided that no such payment shall be made to any member of the Executive Committee, but provided also that any member of the Executive Committee being a solicitor or other person engaged in any profession shall be entitled to charge and be paid all usual professional and other charges for work done by him or his firm in connection with the execution of the trusts hereof.
- IV In addition to those who paid a Life Membership subscription before 1st January 1976 to the Church Music Society as then constituted, membership is open to all interested in the object of the Society and who pay an annual subscription the amount of which will be decided at each Annual Meeting of the Society. Subscriptions are due on the 1st day of January within the Society's financial year running from 1st April to 31st March.

A member whose annual subscription remains unpaid after a reminder at the end of the financial year and which is still unpaid by the following October (after a second reminder) shall cease to be a member from the end of that financial year. The Annual General Meeting may elect Honorary Life Members who shall not exceed ten in number at any one time and who shall have the same status as subscribing members.

- V The Society shall be administered by its Executive Committee which shall also be responsible for the publications of the Society and which also appoint an Honorary General Editor.
- VI The Society shall at its Annual General Meeting
 - i) receive the annual report of the Executive Committee
 - ii) receive the annual accounts of the preceding financial year
 - iii) elect a President, Vice-Presidents, Chairman (who shall, ex officio, be a member of the Executive Committee and preside at its meetings) and the following officers, namely Honorary Secretary, and Honorary Treasurer (which two posts may be held by one and the same person)
 - iv) elect not fewer than eight or more than twenty members of the Executive Committee. Vacancies either among members of the Committee or among the Officers occurring during any year may be filled by the Committee.
- VII Alterations to this Constitution may be made by an absolute majority of the members present and voting at a Special General Meeting called for the purpose of which notice has been served on every then member of the Society at his last known address in the United Kingdom and presided over by the Chairman of the Society who shall have a second, or casting vote.

At least twenty-eight days notice of such meeting and of the alteration(s) proposed must be given.

Always provided that no alteration to Clause II (Object), Clause VIII (Dissolution), and the present clause may be made without the approval of the Charity Commission for England and Wales and that no alteration shall be made which may affect the charitable status of the Society.
- VIII The dissolution of the Society may be effected only by the resolution passed by a three-fourths majority of the members of the Society present in person or by proxy at a Special General Meeting convened for that purpose and of which at least twenty-eight days' notice has been served on every then member of the Society at his last known address in the United Kingdom.

If a motion to dissolve the Society is carried by the said majority the Society's surplus funds and assets (if any) shall not be distributable among the members but shall be given or transferred to such other charitable institution or institutions having objects similar to some or all of the objects of the Society and if and insofar as effect cannot be given to this provision then to some other charitable purpose.

Church Music Society

Charitable objectives

The Church Music Society is a national charity, founded in 1906: the current Constitution was adopted in 1984.

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.

