

# C hurch M usic S ociety

# Registered Charity No 290309

# 2022 Report of the Trustees

Receipts and Payments Accounts for the year ended 31 March 2022 and Statement of Assets and Liabilities as at that date

# **Church Music Society**

Registered Charity No 290309

#### Address

c/o 39 Pine Croft Chapeltown Sheffield S35 1EB

#### President

The Most Reverend Bernard Longley Archbishop of Birmingham

#### Vice-Presidents

Judith Bingham OBE Geraint Bowen Dr Harry Bramma lan Curror

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

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

Jeanne Roberts

The Rev Canon

Treasurer and Membership Secretary

John Roch FCA

Dr Christopher Ouvry-Johns

Dr Victoria Johnson

#### Patrons

The Right Reverend Guli Francis-Dehgani Bishop of Chelmsford The Lord Glenarthur Sir James MacMillan CBF

# Honorary Life Members

Anne Fleming

Executive Committee and Trustees

Chairman Professor Patrick Russill

Timothy Byram-Wigfield Tansy Castledine David Condrv Séan Farrell

Trevor Ford Robert Gower Michael D Harris

Anne Langley

Account name

Sort code

IBAN

Account No

# Officers

Secretary

Dr Simon Lindley

#### Bankers

Virgin Money 157 Bradfield Road Sheffield S6 2LY

PavPal account finance@church-music.org

## Independent Examiner

Jonathan Morrish 3 River Walk Millgate Bingley BD16 2JW

Dr Peter Horton Editor

Dr Geoffrey Webber

Church Music Society 05 - 08 - 23 7196 0123 GB15 YORK 0508 2371 9601 23

CAF Donate page https://cafdonate.cafonline.org/17389

# Annual General Meeting

Saturday 15 October 2022

at 3.30 pm in St Wilfrid's Hall, The London Oratory, Brompton Road, SW7 2RP

Welcome

Apologies for absence and messages of goodwill

1 In Memoriam

- 2 Minutes of the 2021 Annual General Meeting and Special General Meeting held by Zoom on Thursday 14 October 2021
- 3 Trustees' Report and Financial Statements for the Year Ending 31 March 2022
- Publications Report 4
- 5 Elections

Under the Society's new 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: Prof. Patrick Russill, Mr Sean Farrell, Mr Michael Harris, Dr Peter Horton.

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

Subscriptions for the coming year 6 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);

Direct Debit Discount to be abolished;

Free **Associate Membership** without voting rights to be offered to those under 30 or over 75.

- 7 Any Other Business
- 8 Presentation to Mr Richard Lyne

# Minutes of the 115th Annual General Meeting of the Church Music Society

Held by Zoom : Thursday 14 October 2021 at 1.30 pm

In "attendance" Patrick Russill

Chairman and Trustee

Vice-Presidents Dr Michael Nicholas, Dr Alan Thurlow, Carl Jackson and Richard Lyne

Honorary Life Member Jeanne Roberts

#### Trustees

The Reverend Canon Dr Victoria Johnson, Tansy Castledine, Dr Peter Horton, David Condry, Trevor Ford, Robert Gower and Michael Harris;

## Members

Dr Gladys Hosken; Messrs Norman Harper, Graham Matthews, David K Patrick, Samuel Teague and Tom Emlyn Williams

Also in attendance Dr Simon Lindley, Secretary Mr John Roch, Treasurer and Membership Secretary Dr Geoffrey Webber, General Editor

Apologies and messages of goodwill had been received from Vice President Dr Harry Bramma

Trustees: Séan Farrell, Timothy Byram-Wigfield, Christopher Ouvry-Johns

The Reverend Dr Anthony Gelston, The Reverend Father Oliver Craddock Professor Lionel Pike, Drs Nigel Day, Keith Harrington and David Parry-Smith Messrs Neville Baker, David Beeby, Quintin Beer, James Dixon, Garry Humphreys, Timothy Hone, Alan Horsey, Melvin Hughes, John Hukku, Robert Jones, Graham Matthews, David McConnell, Andrew Millinger, John Radford, Paul Trepte, John Rippin, Nelson Walmsley, David Watson and Tom Winpenny.

## Welcome

The Chairman, Patrick Russill, welcomed all present for a particularly significant meeting as the Society sought to modernise its structure and processes to comply with changes in charity law and to keep pace with developments advocated by the Charity Commission.

# 1 In Memoriam [RIP]

The Secretary read the names of members, news of whose deaths had been received since the last AGM:

Professor John Morehen Life Member

Lucian Nethsingsha Life Member

Richard Lloyd, Former Life Member and a lecturer at CMS AGMs

Dr Richard Shephard MBE, DL like Richard Lloyd a most welcome former lecturer at a CMS AGM

At the Chairman's invitation a period of silence in tribute and remembrance was observed.

## 2 Minutes of the 2020 Annual General Meeting

The Minutes of the 2020 Annual General Meeting, held by Zoom on Thursday 24 September 2020 were adopted as presented to the meeting on the proposal of the Chairman, seconded by Tansy Castledine. This was carried unanimously.

## 3 Trustees' Report and Financial Statements for the Year Ending 31 March 2021

The Treasurer presented the Report and Financial Statements to be received by the meeting.

The Chairman warmly thanked Mr Roch for preparing both the report and financial statements, and for arranging and editing the AGM booklet with such care and clarity. He noted that a Reserves and Investment Policy, as requested by Dr David Parry-Smith at the last AGM, was now included, and that next year the Report would also include the Society's policy on Equality, Diversity and Inclusion which is currently being worked on. The Chairman remarked that the Society's secure financial situation meant that the pandemic had not resulted in a limitation of our normal planned publishing programme.

The Report and Financial Statements were received by unanimous visual acclaim.

## 4 Subscriptions

The Treasurer's proposal that there should be no change to the current rates for the coming year was seconded by Richard Lyne and carried unanimously.

The Chairman reported that the Trustees were discussing changes to take effect from 1 January 2023 with the objective of simplifying the subscription structure and encouraging more young members.

## 5 Publications Report including future plans

The General Editor delivered his report. He firstly thanked all the members of the Publications Sub-Committee for their hard work this year.

Since the last AGM the following publications had appeared:

Walford Davies	The Souls of the Righteous
Walford Davies	Father of heaven, in whom our hopes confide
John Sheppard	Verbum caro factum est
Charles Gounod	Noël SSAA
	Noël adapted for SATB
Jane Savage	Whilst Shepherds watch'd their flock by night
Thomas Tallis	Honor, virtus et potestas
Nicholas Strogers	Short' Evening Service including Deus misereatur

## Reprints

Kenneth Leighton Communion Service in D [the very first item in the Society's 'Original Series']

Dr Webber drew members' attention to a number of compositions, editions and arrangements submitted by members of the Society are now available for downloading free of charge from the website and he reminded members that they are most welcome to submit material for consideration by the Publications Sub-Committee at any time. The next upload would be Year C of Robert Gower's cycle of Responsorial Psalms. Additional initiatives over the previous year had seen an increase in the amount of CMS literature from past years available to be read on the website, together with a new paper on the hymns and psalms of Jane Clarke and Theophania Cecil.

Dr Webber also reported that a cover image, sample and composer description of all our available titles are now present on the OUP choral music website, and that in a further development, still in the process of reaching fruition, new titles were to be made available for downloading direct from the internet via OUP's retail partners. The cost of obtaining copies this way would be the same as for hard copies (this being OUP's current policy in this area), but they would be obtainable instantly.

## Forthcoming publications:

Robert RamseyHow are the mighty fall'nChris Ouvry-JohnsLitany to the Holy SpiritFrederick OuseleyAlternative Evening Canticles for double choir in C

The General Editor outlined further plans to include: material for upper or lower voices, including collections of music for upper-voices from the 17th and 18th centuries; a revised edition, already underway, of Watkins Shaw's Tudor Preces & Responses booklet, carefully designed to be used alongside Shaw's edition, while offering further material and reflecting more closely today's liturgical circumstances; and consideration of a supplementary Preces and Responses volume, providing additional resources mainly from a slightly later repertoire.

This report was received by visual acclaim and the Chairman's sincere vote of thanks to the General Editor and the Publications Sub-Committee was endorsed by all present.

## 6 Elections

Honorary Life Members:

The Chairman recognised the current Honorary Life Members: Mrs Anne Fleming, Mrs Ann Langley, Mrs Jeanne Roberts.

## The President

The Chairman expressed the Society's profound thanks to Fr Michael Tavinor, former Dean of Hereford, for his gentle, prayerful, and unwavering support for the Society in his sixteen years as President, beautifully encapsulated in his words to the Society at the previous AGM, when he announced his intention to stand down. Mr Russill expressed his great pleasure in proposing the Trustees' nomination of his successor as The Most Reverend Bernard Longley, Archbishop of Birmingham, and this was seconded by Tom Emlyn Williams and carried with unanimous acclaim.

## Vice-Presidents

The re-election of Judith Bingham OBE, Geraint Bowen, Dr Harry Bramma, Ian Curror, Dr Francis Jackson CBE, Richard Lyne, Dr Martin Neary LVO, Dr Michael Nicholas, Dr James O'Donnell KCSG, and Dr Alan Thurlow, along with the addition of Carl Jackson MVO, Dr Cecilia McDowall and Dr Philip Moore was proposed by David Patrick and seconded by Norman Harper.

The proposal was carried unanimously.

#### Chairman

Trevor Ford, Trustee, took the chair to propose the re-election of Patrick Russill as Chairman of the Society, which was seconded by Life Member, Dr Simon Lindley, and carried unanimously

#### Trustees

Dr Alan Thurlow, Vice-President proposed the re-election of all the existing Trustees en bloc. This was seconded by Donald G. Bunce and unanimously agreed.

## Officers

The Chairman noted that the re-election of Secretary and Treasurer was no longer necessary, since they are now, by law, paid members of staff and by definition no longer honorary. Nonetheless he felt he would be remiss if he did not offer a vote of thanks to Dr Lindley – who marked thirty years as Secretary of the Society in 2021 – and to Mr Roch for their hard work, dedication and selfless identification with the traditions and aspirations of the Society.

This was unanimously endorsed by all present.

## 7 Other Business

#### Patrons

The Chairman told members that the Trustees felt that the Society would benefit from formal patronage in addition to that of the Presidency, and so had decided to seek Honorary Patrons – major figures, ecclesiastical and otherwise and drawn widely – in limited number. This role, like the Presidency, would be simply to offer visible support to the Society by accepting the title, and expanding the Society's profile thereby. He was delighted to let the meeting know that the following had generously indicated their enthusiasm to associate their names and prestige with the Society's work in this way:

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

The meeting welcomed this news with equal enthusiasm.

#### Priorities

The Chairman concluded the meeting by outlining the priorities for next year as he saw them implementation of Charitable Incorporated Organisation status, extending the use of the website while progressing the development of a new website, collaboration and contacts with other organisations, and developing membership, especially with a view to younger members. Finally, he thanked all for their attendance and support.

## Closure

The Chairman then declared the meeting closed.

# Minutes of a Special General Meeting of the Church Music Society

Held by Zoom: Thursday 14 October 2021 at 2.00pm

In "attendance" Patrick Russill. Chairman and Trustee

Vice-Presidents: Dr Michael Nicholas, Dr Alan Thurlow, Carl Jackson and Richard Lyne

Honorary Life Member: Jeanne Roberts

## Trustees:

The Reverend Canon Dr Victoria Johnson, Dr Peter Horton, David Condry, Trevor Ford, Robert Gower and Michael Harris;

#### Members:

Dr Gladys Hosken; Messrs Norman Harper, Graham Matthews, David K Patrick, Samuel Teague and Tom Emlyn Williams

Dr Simon Lindley, Secretary Mr John Roch, Treasurer and Membership Secretary Dr Geoffrey Webber, General Editor

Apologies and messages of goodwill had been received from Vice President Dr Harry Bramma Timothy Byram-Wigfield, Trustee

The Reverend Dr Anthony Gelston, The Reverend Father Oliver Craddock Professor Lionel Pike, Drs Nigel Day, Keith Harrington and David Parry-Smith Messrs Neville Baker, David Beeby, Quintin Beer, James Dixon, Garry Humphreys, Timothy Hone, Alan Horsey, Melvin Hughes, John Hukku, Robert Jones, Graham Matthews, David McConnell, Andrew Millinger, John Radford, Paul Trepte, John Rippin, Nelson Walmsley, David Watson and Tom Winpenny.

#### Welcome

The Chairman welcomed all to the Special General Meeting, and declared that it had been properly called in accordance with the Society's Rules, with 28 days' notice served on all members in good standing at their last-known United Kingdom postal address, with provision made for proxy voting. A comprehensive briefing paper had been supplied and no queries had been raised. He thanked trustees Trevor Ford, Michael Harris and Robert Gower for their exhaustive work on the proposed Constitution, following the Charity Commission template. It had then been carefully scrutinised by the Trustees.

The Chairman informed the meeting that the Trustees commended the course of action enshrined in the three resolutions as essential for the future of the Society.

The Secretary reported that in addition to those members present eighteen proxy votes had been properly received.

The Special Resolutions were then presented and voted on.

## Resolution 1

That the Church Music Society, an unincorporated charity registered with the Charity Commission as Charity Number 290309, be dissolved and an application submitted to the Charity Commission to register the Church Music Society as a Charitable Incorporated Organisation.

This was proposed by the Chairman and seconded by life member John Roch. The resolution was unanimously carried by those present and by proxy votes received.

## Resolution 2

That the assets of the dissolved unincorporated charity be transferred to the Charitable Incorporated Organisation in accordance with Rule VIII of the Rules of the unincorporated charity.

This was proposed by Michael Harris and seconded by Dr Simon Lindley, life member. The resolution was unanimously carried by those present and by proxy votes received.

## **Resolution 3**

That the proposed Constitution of the Charitable Incorporated Organisation, as placed before the Special General Meeting, be approved and adopted.

This was proposed by Robert Gower and seconded by Carl Jackson MVO. The resolution was unanimously carried by those present and by the proxy votes received.

## Closure

The Chairman thanked all present, along with those participating by proxy, for their engagement in this important business of the Society and declared the meeting closed.

# 2022 Report of the Trustees

#### Introduction

The Trustees have pleasure in presenting their 2022 report.

#### Structure and Governance

As this Report is being prepared, we have received confirmation from the Charity Commission of the registration of the Charitable Incorporated Organisation which members approved at the Special General Meeting held immediately following last year's Annual Meeting. The Trustees are now taking the necessary steps to transfer the Society's undertakings to the 'new' Charity, to be followed by the winding-up of the 'old' Charity. Fresh registration with CAF Donate and HM Revenue and Customs will be required.

The Society is administered by its Executive Committee, whose members have been elected annually by the Annual General Meeting and serve as its Trustees. In future, one third will retire by rotation each year and be eligible for re-election in accordance with the Constitution of the 'new' Charity.

There have been no changes with regard to the personnel of the Trustees during the year.

The Executive Committee has met digitally on a regular basis, as has the Publications Sub-Committee.

The Officers attend the meetings of the Trustees.

This year's [in-person] Annual Meeting will be held at The London Oratory on Saturday 15 October.

## Publications

Since our last Report we have issued

New Publications	
Robert Ramsey	How are the mighty fall'n
Nicholas Strogers	Short Evening Service (Magnificat, Nunc dimittis & Deus misereatur)
Christopher Ouvry-Johns	Litany to the Holy Spirit
ed. Shaw / Webber	Preces and Responses, 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	Communion Service in D
Philip Moore	Preces and Responses

#### 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.

#### Music issue distributions

We now have an arrangement with Banks Music Publications for them to handle our music mailings.

## Equality, Diversity and Inclusion policy

The Society has adopted an Equality, Diversity and Inclusion policy, which may be read on the website.

## **General Data Protection Regulation**

We believe that we continue to be fully GDPR compliant.

## **Risk policy**

Our Risk Policy is reviewed every year, and the implications of the continuing current 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.

## Royalties

Following the uncertainties of the last few years, royalties receipts are showing welcome signs of considerable recovery.

# **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. General unrestricted cash reserves at 31 March 2022 stood at £18767.

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

The value of the investments has fallen since the year end:

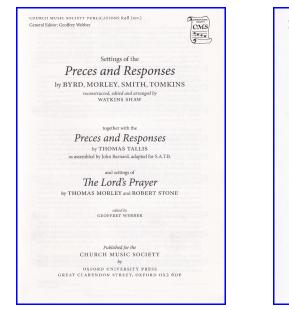
Valuation at	31 March	30 September
	£	£
COIF Charities Fixed Interest Fund	9239	8449
M&G Equities Investment Fund for Charities (Charifund)	122523	108402
Total	£131762	£116851

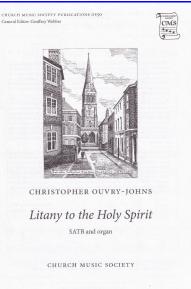
#### Accounts

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 former governing document, the Rules of the Church Music Society 1984.

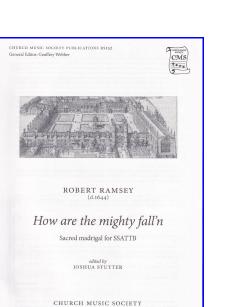
P Russill signed

10 October 2022





**Church Music Society** 



CMS tere NICHOLAS STROGERS (fl.1560-75) **Evening** Service Magnificat, Nunc dimittis & Deus misereatur for SATB edited by GEOFFREY WEBBER CHURCH MUSIC SOCIETY

CHURCH MUSIC SOCIETY PUBLICATIONS 88151

General Editor: Geoffrey Webber

## **Church Music Society**

# Independent Examiner's report to the Trustees of the Church Music Society

# Receipts and payments account for the year ended 31 March 2022 General Account

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Payments	٨	lote	2022	2022	2021	2021
			£	£	£	£
Publishing			(20)		017	
Editorial costs			620		917	
Origination costs			560		3148	
Printing General Editor's fee			2663 3562		2217 4750	
General Editor's fee			3562	7405	4750	11032
Lectures and Presentations				7405		11052
Lectures				0		60
Charitable donation						
Francis Jackson Choral Fund				500		0
Governance						
Annual meeting			0		0	
Committee meetings			0		0	
Travel expenses						
Trustees			0		0	
Officers			855		139	
Independent examination			0		0	
Officers' fees			3000		3500	
				3855		3639
Administration						
Bank charges			196		174	
Website			546		743	
Postages			1393		747	
Stationery			87		85	
Sundry			117		0	
				2339		1749
Total payments				£14098		£16480
Excess of payments over receipts for the year				2174		4376
Cash at bank 1 April	2021 / 2020			£20941		£25317
Cash at bank 31 March	2022 / 2021			£18767		£20941

# Permanent Endowment Fund

Note	2022	2021
There were no receipts or payments during the year	£	£
Cash at bank 31 March 2021 and 2022	£187	£187

# Statement of assets and liabilities at 31 March 2022

	General Purpose	Permanent Endowment	2022 Total	2021 Total	
Assets	£	£	£	£	
Monetary assets					
Virgin Money	17796	187	17983	20178	
NS&I	971	-	971	950	
	18767	187	18954	21128	
<b>Investments</b> at valuation: note 5	27360	104132	131862	124205	
Debtors	3 <b>1561</b>	2700	4261	3051	
Total assets	£47044	£107019	£157251	£148384	
Liabilities					
Creditors	4 <b>£272</b>	-	£272	£235	
Total assets less liabilities	£46809	£107119	£156979	£148149	

## 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 2021 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 2022

# 1 Royalties and fees

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

	<b>2022</b>	2022 £	<b>2021</b>	<b>2021</b>
Copy sales	Ľ	ĩ	ĩ	ĩ
UK	1930		1790	
Rest of the World	1254	3184	1402	3192
Recording and streaming				
UK	196		75	
Rest of the World	43	239	89	164
Performance				
UK	762		609	
Rest of the World	59	821	48	657
Print permissions		34		356
Items included in anthologies		89		81
		£4367		£4450
Gross values of copies sold				
UK	3509		3255	
Rest of the World	2280	£5789	2549	£5804

## 2 Related party transactions

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

		2022	2021
G Webber	Editor	£3502	£4750
S Lindley	Secretary	£2000	£1750
J D Roch	Treasurer [Fees now waived]	£1000	£1750

c Authorised expenses were reimbursed to officers totalling £855 in the year, and £0 was reimbursed after the year end.

#### 3 Debtors

	2022	2021
Oxford University Press Royalties Jan-Mar	£1561	£351

#### 4 Creditors

	2022	2021
Origination costs	03	£0
Reprint permission	£225	£225
Room hire	03	£0
Reimbursements <i>Postage</i>	£47	£10
	£272	£235

# 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 31.3.21 £	change in value £	value 31.3.22 £
<b>COIF Charities Fixed Interest Fund</b>					
Income units					
7424	31.08.93	10000	10005	-766	9239
M&G Equities Investment Fund for (	Charities (Charifi	und)			
Charifund units					
2874	09.08.93	20000			
1342	05.03.02	15000			
888	14.08.01	10000			
903	07.10.01	10000			
6007		55000	88448	6445	94893
		68964	98453	5679	104132
Cash at bank		187	187	-	187
Balfour Beatty proceeds not yet received		-	2700	-	2700
-		£69151	£101340	£5679	£107019

## 6 General Fund

M&G Equities Investment Fund for Charities (Charifund)						
Charifund units						
	1383	31.03.02	10707			
	366	03.06.04	4000			
	<i>1749</i>		£14707	£25752	£1878	£27630

John D Roch	signed		
P Russill	signed		
1 July 2022			

# **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.

