



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2016		31	12	2016

## Section A Reference and administration details

<b>Charity name</b>	Martlesham Brass
<b>Other names charity is known by</b>	N/A
<b>Registered charity number (if any)</b>	1100922
<b>Charity's principal address</b>	c/o 37 Britannia Road Ipswich  Postcode IP4 5LD

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mary Aldous	Treasurer		Martlesham Brass Members
2	Geraldine Armes	Player Rep – Beginners/Prelims		Martlesham Brass Members
3	Christopher Beale	Fundraising Rep		Martlesham Brass Members
4	Elizabeth Benyon	Asst /BookingSecretary		Martlesham Brass Members
5	Paul Benyon	Bandleader		Martlesham Brass Members
6	Michael Brierley	Bandleader		Martlesham Brass Members
7	Adam Cable	Bandleader		Martlesham Brass Members
8	Mark Chalklen	Bandleader		Martlesham Brass Members
9	Simon Chalklen	Chairperson		Martlesham Brass Members
10	Jean Freeman	Parent Rep/Secretary		Martlesham Brass Members
11	Judith Shelley	Parent Rep		Martlesham Brass Members
12	Elizabeth Howard	Publicity Officer		Martlesham Brass Members
13	Fred Ixer	Bandleader		Martlesham Brass Members
14	Pauline Jordan	Assistant/Booking Secretary	01/01/16 to 04/03/16	Martlesham Brass Members
15	Dianne Russ	Bandleader		Martlesham Brass Members
16	Matthew Aldous	Player Rep –Main Band		Martlesham Brass Members
17	Anna Campbell	Parent Rep	04/03/2016 to date	Martlesham Brass Members
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
------	-----------------------------------


#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

--

## Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by members or co-opted by Trustees

#### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Band is run by the Main Committee and supported by the fundraising committee.

There are four bands in the organisation, Beginners, Preliminaries, Intermediates and Main.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The Charity's objects are

(i) To promote the education and training of people of all ages, in the playing of brass instruments and their appreciation of brass band music.

(ii) To promote public appreciation and understanding of brass band music and to stimulate

interest in the art of brass band playing for the benefit of the public generally and especially:

- in the Martlesham and Kesgrave areas, and

- in localities and to audiences where access to brass band music would normally be precluded

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Martlesham Brass has continued to promote the education and training of people of all ages in the playing of brass instruments.

The charity trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit, and have followed this in planning and undertaking our activities.

We have continued to hold regular practices and performed at several concerts open to the public. We have also played at various public events including a Remembrance Day Parade and a St George's Day Parade.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The band is run entirely by volunteers who work tirelessly to promote our aims and objectives. The bandleaders are all highly motivated musicians who work hard to pass on their knowledge and experience providing an enjoyable environment for the playing of brass band music.

The Trustees and other volunteers work together to provide administrative and fundraising support enabling the bandleaders to train and encourage all players both young and old.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

In March our Preliminary Band held a concert called Tea & Tunes on a Saturday morning with free entrance to the public giving inexperienced players the chance to perform and gain confidence. Similarly in December our Intermediate Band held another free concert, Coffee & Carols, open to the public with a chance for band members to play solos and gain experience from playing with piano accompaniment.

In September the Band celebrated its' 20<sup>th</sup> birthday with a weekend of events. On the Saturday a workshop gave players a chance to learn from Brett Baker, a world class player. This event was open and free to all band members. A concert was held in the evening, open to the public with free entry to primary school children. This was an opportunity for players to perform with Brett and also gave the public a chance to listen to music of the highest quality. On the Sunday the Band played at a service at St Michael's Church followed by a BBQ to which past members were invited. To further celebrate the Band's 20<sup>th</sup> birthday a new piece of brass band music was commissioned. The music was composed by Alan Fernie a highly respected composer and performed at the concert.

Our Spring concert, featuring all four bands, including the beginners, was open to the public.

Concert tickets are always priced to cover costs but additional funds are raised at all concert events by other means such as raffles and offering light refreshment

In September the band played at the Martlesham Heath Aviation Society Open Day, performing to the public at an important local event.

In December the Main band played at a Christmas Concert with the local Rotary Club helping to raise money for other charities. The bands also played to the public at supermarkets, and other Christmas events to raise money for three local charities nominated by band members.

The Main Band has played at two joint concerts with local choirs, St Elizabeth Hospice and The Gippeswyck Singers.

The Band also provided music for the Remembrance Day Service at St Marys Church Martlesham and for Carols in the Square for St Michaels Church Martlesham and played at Ipswich Music Day.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The policy of the band is to maintain a reserve of £3,000.00. This is an adequate amount to cover the basic running costs of the band e.g. Insurance of assets and storage.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Simon Chalklen	Mrs Mary Aldous
Position (eg Secretary, Chair, etc)	Chair	
Date	10 <sup>th</sup> February 2017	