



Trustees' Annual Report for the period

From 1st January 2021 To 31st December 2021

Charity name: **Martlesham Brass**

Charity registration number: **1100922**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Martlesham Brass was set up with the aim of promoting the education and training of people of all ages in the playing of brass instruments and the appreciation of music arranged for brass instruments.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Martlesham Brass has continued wherever possible, subject to the restrictions of national and local government as a result of the ongoing Covid-19 pandemic, to promote its aim. See Achievements and Performance
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have had due regard to the guidance issued by The Charity Commission on public benefit. They continue to follow this in the planning and undertaking of the bands activities.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The charity continues to be run entirely by the trustees and volunteers. All share the charities aims and objectives. They work together to provide administrative and fundraising support to enable the bandleaders to teach, train and encourage all playing members

Other		
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The band began the year as many other organisations in lockdown. It was not until 21st May 2021 that the band was able to start rehearsals again. This was subject to a Covid-19 Risk Assessment based on a template provided by Brass Bands England. Bell covers were provided, rehearsal spaces were ventilated, social distancing was observed, and hand sanitiser provided. The main band played at Brass on the Grass in Christchurch Park, Ipswich the bands first public engagement for many months.</p> <p>Following a summer break all three bands, Preliminaries, Intermediate and Main returned to rehearsals on 3rd September after a review of the Covid-19 Risk Assessment.</p> <p>All those three bands took part in a band concert for its 25th birthday on 23rd October at Kesgrave War Memorial Community Centre.</p> <p>The Beginners group restarted in October with six youngsters carrying on the bands tradition of introducing brass band playing and music to anyone willing to learn.</p> <p>The Intermediate Band played at it's annual Coffee & Carols concert on 4th December. This event was subject to a separate Covid-19 Risk Assessment.</p> <p>All the bands chose charities to benefit from funds collected at outside carolling events which took place on Saturday mornings in December in Martlesham and Kesgrave. The funds raised will be distributed equally between them next year.</p> <p>The Trustees continued to meet monthly either via Zoom or, where facilities were available in gardens or private houses. The main band played at two Remembrance Day outside services and one member played at a children's Remembrance service.</p> <p>Online, and face to face quizzes and bingo sessions were held during the year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity's financial position as at 31/12/2021 is sound.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy of the Trustees is to maintain a balance, by way of a reserve, of no less than £3000. This sum is considered sufficient to cover the basic costs of running the charity in the absence of any income.
Amount of reserves held	Para 1.22	No less than £3000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Weekly/monthly subscriptions from playing members. This is added to by profits from public concerts, engagement fees and fundraising events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	None apart from the ongoing Covid-19 pandemic.
Other		

Structure, Governance and Management

Description of charity's trusts:		Constitution first adopted on 19th September 2003 and subsequently amended.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected by the members of the charity at the annual general meeting or co-opted by the Trustees during the year.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		During the year the Trustees, with the agreement of the members, amended the Constitution to provide the Trustees with the option to hold meetings face to face or by electronic means ie by telephone or video call.

Reference and Administrative details

Charity name	Martlesham Brass
Other name the charity uses	
Registered charity number	1100922
Charity's principal address	3 Park Close, Martlesham Heath, Ipswich, Suffolk, IP5 3UJ

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	Matthew Aldous	Chair		Martlesham Brass members
2	Louise Boardman	Secretary Assistant bandleader from 5/10/2021		Martlesham Brass members
3	Christopher Howard	Treasurer/Social & Fundraising rep		Martlesham Brass members
4	Mary Aldous	Booking/Assistant secretary		Martlesham Brass members
5	Elizabeth Howard	Publicity secretary		Martlesham Brass members
6	Paul Benyon	Bandleader		Martlesham Brass members
7	Adam Cable	Bandleader		Martlesham Brass members
8	Mark Chalklen	Bandleader		Martlesham Brass members
9	Melissa Hawkins	Bandleader		Martlesham Brass members
10	Suzanne Lovie	Bandleader		Martlesham Brass members
11	Tamsin Tate	Player rep Bandleader from 5/10/2021		Martlesham Brass members
12	Geraldine Armes	Player rep		Martlesham Brass members
13	Judith Shelley	Parent rep		Martlesham Brass members
14	Rachael George	Parent rep	2/6/2021 to 31/12/2021	Co-opted by Trustees
15	Bryony Hill	Player rep	1/1/2021 to 7/5/2021	Martlesham Brass members
16	Timandra Howell	Parent rep	1/1/2021 to 7/5/2021	Martlesham Brass members
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	M A Aldous	C D Howard
Full name(s)	Matthew Colin Aldous	Christopher Derek Howard
Position (eg Secretary, Chair, etc)	Chair	
Date	18/2/2022	