

# Scottish Federation of Organists



## Trustees' Report

Year ended  
31 December 2023

Scottish Federation of Organists  
Scottish Charity SC023967

## **Scottish Federation of Organists (SFO) Reference and Administrative Details**

**Charity name:** Scottish Federation of Organists  
**Charity Registration Number:** SC023967  
**Contact Address:** The Secretary  
Scottish Federation of Organists  
A M Bicket  
Smithy Cottage  
Whitecairns  
ABERDEENSHIRE  
AB23 8XD

President	Alistair Warwick – from 29 April 2023
Vice-President	Simon Glenarthur – from 29 April 2023
Secretary	Allan M Bicket
Treasurer	David Little
Publications – website	John Riley
Salaries	Tom White
Organ advice	Matthew Hynes
SCOTS rep	Andrew Macintosh
IAO rep	John Balding
Immediate Past President	Tom White

### **Trustees**

Secretaries      Aberdeen - Allan Ritchie  
                         Lanark - Anne Maguire; from 18 September 2021 David Fisher  
                         Stirling – Gillian Mole  
                         Borders – Mary Shields; from June 2023 Marjorie Turner  
                         Edinburgh – Russell Duncan  
                         Tayside – Bryan Weir  
Representative of Glasgow Society – Andrew Forbes

### **Principal Office Bearers:**

President	Tom White until 29 April 2023; then Alistair Warwick
Vice-President	Alistair Warwick until 29 April 2023; then Simon Glenarthur
Secretary	Allan M Bicket
Treasurer	David Little (from 14 May 2022)
Independent Examiner:	Donald N Gordon St Bride’s Cottage South Kingennie Broughty Ferry Dundee DD5 3PA Co-operative Bank

### **Bankers:**

# Scottish Federation of Organists Trustees' Annual Report

## **Preface: The SFO Committee**

The Committee of the Scottish Federation of Organists met in person in March 2022, having previously met in September 2021 via Zoom. It was decided that this pattern of meetings would continue: the March Committee Meeting would be in person in Perth; the September Committee Meeting via Zoom.

## **Structure, Governance and Management**

### **Governing Document**

The Charity is administered in accordance with its Constitution, adopted on 05 May 2018. Charitable status has been granted and has been in place since 6<sup>th</sup> May 1995 [Scottish Charity Number SC023967]

### **Recruitment and appointment of Trustees**

One Trustee is nominated by each of the participating Scottish Organists' Associations and Societies. The individual Associations and Societies take turn in rotation to nominate the Vice-President of the Federation.

The local Associations and Societies are:

Aberdeen & District Organists' Association	Borders Guild of Organists
Edinburgh Society of Organists	Glasgow Society of Organists
Lanarkshire Society of Organists	Stirling & District Society of Organists
Tayside Organists' Society	

The Secretary and Treasurer are elected yearly at the Annual General Meeting. Convenors of the Salaries and Contracts Sub-Committee; Publications/Website Sub-Committee; and the Organ Advice Sub-Committee, all of whom are appointed by the Committee of the Federation are also *ex officio* members of the Committee of the Federation.

At the Annual General Meeting of the Federation on 29 April 2023, Mr Alistair Warwick became the President, and subsequently The Lord Glenarthur became Vice President. Mr David Little was elected as Treasurer, and Mr Allan Bicket as Secretary.

### **Organisational structure**

Under the Constitution the Charity is administered by its Committee, the Society representatives being the trustees of the Charity. The Committee meets twice in every year, in March and September. The three above-mentioned subcommittees whose Convenors are members of the Committee and as such Trustees, meet from time to time and report to the Committee at the subsequent meeting.

## **Objects**

The Charity's general objects shall be to advance the education of its members and the public in the art of music with special reference to organ and choral music; specifically:

- (1) to advance the education of the members and the public in the art of music with special reference to organ and choral music; and
- (2) to promote the advancement of the arts, heritage and culture through organ music and the work of organists in Scotland, and in furtherance thereof: -
  - (a) to provide a forum for discussion of all matters pertaining to local Associations and Societies of Organists in Scotland, including support for the establishing of new Associations and Societies in Scotland for the benefit of the public.
  - (b) to maintain close liaison with the Churches in Scotland and, in particular, with the Mission and Discipleship Council of the Church of Scotland.
  - (c) to speak authoritatively on behalf of the organists of Scotland on all matters pertaining to their art and musical work.
  - (d) to meet annually in Conference, to arrange for lectures and recitals to which the public shall be encouraged to attend, and to afford facilities for discussion on all matters relating to organists and music generally.
  - (e) to promote and maintain the relationship between the individual Scottish Associations/Societies and the Scottish Federation of Organists.
  - (f) to promote and maintain the existing links and relationships between the Scottish Federation of Organists and the Incorporated Association of Organists.
  - (g) to do all such other lawful things as are necessary for the attainment of the foregoing Objects.

## **Achievements and Performance**

The Federation is pro-active in the support, staging and profiling of the Annual Conference of the Scottish Federation of Organists (usually held in May), and the maintenance of a relationship with the United Kingdom wide Incorporated Association of Organists.

It has also supported the publication of an extensive encyclopaedia of pipe organs in Scotland, past and present, prepared by Alan Buchan; a revised edition of this was published during 2020. The Federation also profiles information on its website relating to recommended levels of remuneration for organists and gives advice to churches and other interested parties about restoration or organs and related matters.

A website is maintained, providing information about the Federation and the activities of its constituent Associations and Societies.

During 2022, the SFO website was rebuilt by Mr John Riley: this site provides information about vacancies and links to other useful resources. Development of the website has been ongoing during 2023.

## **Financial Position**

During 2023, the expenditure incurred by the SFO remained consistent with the previous year, as travelling expenses of Committee members were reduced by holding one committee meeting via Zoom (September 2023) and one in person (March 2023). The grant to the SFO from the Incorporated Association of Organists (IAO) was paid in accordance with the policy agreed between the SFO and the IAO.

During the period under review, £872 was received by way of grant from the Incorporated Association of Organists. Expenditure was made to secure the maintenance of the website, currently being rebuilt, and a contribution was made towards the expenses incurred by trustees in their attendances at the October committee meeting, held in Perth.

During 2023, The Alfred Hollins Memorial Fund was wound up, with the approval of OSCR. The Alfred Hollins Memorial Fund monies were recovered from the Bank of Scotland after many months. These funds, amounting to £4897.60, are now held by the SFO: these funds will be ring-fenced for particular uses, which will, in due course, be incorporated in the SFO Constitution.

### **Reserves Policy**

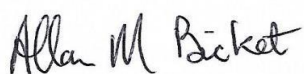
It is the Trustees' policy to hold reserves adequate to meet anticipated expenditure. At the end of the accounting period the Charity held unrestricted cash funds of £3411.68. The SFO holds ring-fenced sums of: £2000 to cover developments of additional Associations of Organists in Scotland; and as noted above, The Alfred Hollins Memorial Fund was recovered by the SFO, these funds amounting to £4897.60.

### **Statement of Trustees' Responsibilities**

The Trustees must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Charity during the accounting period. The Trustees are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Charity at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the Charity and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

### **Declaration**

The Trustees declare that they have approved the Trustees' Report above. Signed on behalf of the Charity's Trustees by



Secretary

ALLAN M BICKET

15 February 2024