

**Music24**  
(Registered charity, number 1182196)  
**Financial statements**  
**for the year ended 31 March 2021**

<b>Page</b>	<b>Contents</b>
2 - 6	Trustees' annual report
7	Independent examiner's report
8	Receipts & payments account
9	Statement of assets & liabilities
10 - 12	Notes to the accounts

**Music24**  
**Trustees' annual report**  
**for the year ended 31 March 2021**

**Full name** Music24

**Organisation type** Charitable Incorporated Organisation

**Registered charity number** 1182196

**Principal address**

Unit 6a  
Hertfordshire Business Centre  
Alexander Road  
London Colney  
St Albans  
Hertfordshire  
AL2 1JG

**Trustees**

Thomas William Morley Johnson, Chair  
Julia Claire Renton  
Esther Bernadette Jones, from 19/01/2021  
Jeffrey Harvey Solomons, until 19/01/2021

**Independent examiner**

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

**Governance and management**

The charity is operated under the rules of its CIO foundation constitution adopted 19<sup>th</sup> February 2019.

**The methods adopted for the recruitment and appointment of new trustees**

The founding trustees of the Charity were initially a Steering Group of Music24 Ltd. The Trustees follow the Charity Commission guidance on the methods adopted for the recruitment and appointment of new trustees.

**Objectives and activities**

1) The relief of need for people in Bedfordshire and Hertfordshire by reason of ill-health or mental or physical disability by therapeutic means, in particular, though not exclusively, by the provision of music therapy and other music-related activities to improve quality of life for those people.

2) To promote social inclusion among people who are socially excluded from society, as a result of their mental or physical ill health or disability through the development and delivery of arts-based activities and experiences including but not limited to music and singing.

## **Music24**

### **Summary of the main activities undertaken for the public benefit**

Music24 is dedicated to promoting inclusive music making and shaping the future for vulnerable and isolated communities to access creative and/or therapeutic opportunities.

Music24 currently provides various services and activities for people in Bedfordshire & Hertfordshire. Our main areas in Beds are: Luton, Biggleswade & Leighton Buzzard, and in Herts: Watford, Welwyn/Hatfield, Stevenage and Hoddesdon.

Our activities, pre-Covid, included music therapy groups and 1:1 music therapy, larger singing group AKA singing café's, diagnosis-specific choirs. Since the global pandemic using online video conferencing applications, we have expanded to provide talking groups, 'Open-for-all' social evenings such as quiz nights, meditation sessions and we have started to provide Emotional Freedom Technique groups and 1:1 sessions to provide additional emotional support to our service users and carers during this difficult time.

Post-Covid, we're looking to undergo a phased return over the coming year and developing our services based on where the demand is. For example, some of our service users have preferred our online work, especially for carers supporting people with dementia because getting out of the house and ready in time is particularly difficult and a growing challenge as people deteriorate. On the other hand, some people are eager to return to live face-to-face sessions and are really in need of the social and creative outlet. However, working online has opened up some new doors for us and we aim to explore all the possibilities.

The activities provided improve the quality of life for people with disabilities, their carers, and the wider community. The activities encourage people to improve their physical, mental and emotional wellbeing; building resilience within these communities; they would otherwise be excluded from meeting new people and accessing music therapy and creative opportunities, and these activities strengthen wider social support networks.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

## Music24

### **Summary of the main achievements during the period**

Despite the challenges of the pandemic, Music24 is extremely pleased to report that the last year has seen us grow from strength to strength. Despite seeing a significant decline in donations, Music24 had access to a wide range of new funding opportunities from the government's DCMS and other Emergency Covid-19 Response funds. Music24 was therefore able to continue to support people online, over the telephone and through WhatsApp groups they created with an aim to keep people connected. This provided our beneficiaries - who were at increasing risk of becoming even more socially isolated - with a long-term support network that ultimately helped to make their time during the lockdowns that little bit more bearable. Service users who were accessing just one music therapy group every week or every other week pre-Covid, were now able to access a number of groups for different types of support. The pandemic gave us an opportunity to look at the 'whole person' holistically whilst harnessing staff members additional skills.

We are pleased to report that we engaged with 200 people during this time, both online and over the phone. We held 624 group sessions compared to around 300 the year before. We also held a number of 1:1 facetime and telephone support calls, plus running music and EFT sessions for various service users who really needed the additional input. We delivered songbooks and instruments to all of our service users so they could continue to make music at home. In addition to this, we even carried out essential shopping trips for beneficiaries when the lockdown first took place.

In a survey we ran during the pandemic, out of a sample of 40 service users, 92.5% thought our service was 'Excellent'. Service users have reported to staff on numerous occasions that "they don't know what they would have done without Music24" during the pandemic.

Feedback and observations by the team suggest that our services supported our beneficiaries in a number of ways; our sessions improve and maintain physical, mental and emotional wellbeing; improve their quality of life; increase participants' self-esteem and reinforces their sense of identity; provides an opportunity for people to explore their creativity; helps people to feel a part of their community; improves people's support network; helps to build resilience by discovering new coping mechanisms.

The Covid-19 pandemic has provided new opportunities to some, where technology had previously been a barrier, some embraced the new ways of working and this was reinforced by the supportive communities we've built - people didn't want to feel like they were missing out.

Big events that took place this year included our annual Dementia-friendly Carol Service which we were able to still proceed with, whilst adhering to government guidelines. We made a 30-minute pre-recorded Carol Service at St Etheldreda's and invited Music24 service users, families, friends and promoted it to our charity partners to a private viewing on Zoom. 80 people attended, including people well known to us, care homes and new people entirely. We also live-streamed the service on Facebook and had people from all over the country tune in - we had 2.5k views in total with 5.1k views of our 1-minute promo for the event.

## **Music24**

We also held a Wellbeing Day in March. Following on from discussions across all of our groups, there was a theme emerging and people reported that the pandemic has really given them time to reflect and use the time wisely. There was therefore a real sense of some people wanting to take better control of their health. This dove-tailed and complemented visits from the Nutritional Therapist and sparked conversations about physical health as opposed to mental health and wellbeing. We therefore set about creating a day where everyone from all of our sessions could come together via Zoom and take part in yoga, meditation, Mindful Arts and EFT. 40 people attended, plus staff, and it was a wonderful event that we aim to hold again due to its success.

### **The charity's policy on reserves**

Music24 aims to build our reserves so we have 3 months running costs to provide more security for the charity. This would ideally be a quarter of our annual turnover which would be approx. £26k. Following the highs and the lows of Music24's financial performance in 2020-21, Music24 is pleased to report that in April 2021, we secured £10k in unrestricted funds from the Arts Council England's Culture Recovery Fund which is to be used specifically to support our reserves. Therefore, we now have the correct level of reserves moving forward.

The Trustees recognise that Music24 has few financial risks due to the adaptability of the charity and the fact that Music24 doesn't have any direct employees at this time. The Charity's financial risks are currently minimised by our efforts to become more financially independent and not being reliant on limited sources of income. In the future we plan to build our reserves to 6 months running costs so we can look to employ people. We would like to achieve this by the end of 2023 and keep it in line with our anticipated growth.

Prior to the year end, we recognised that the charity sector is likely to be adversely affected by the Covid pandemic. We are pleased to have been able to redesign our services to an online platform and offer telephone support in order to continue to support our service users. Music24 has changed the approach to project funding and has been successful in sourcing more core funding. Donations from our individual supporters was impacted as we did not collect donations in the usual way within our face-to-face sessions. However, we have promoted alternative ways in which donations can be made so, over the last year, service users have been sending in cheques, have set up monthly direct debits or standing orders, or are transferring money directly to our bank account on a per session basis. We are also prompting people to consent to their donations being Gift Aided where appropriate. The Trustees and Senior Management evaluate challenges and opportunities on an ongoing basis and have increased Board meetings temporarily to a monthly basis for the first half of 2021.

### **Financial Review**

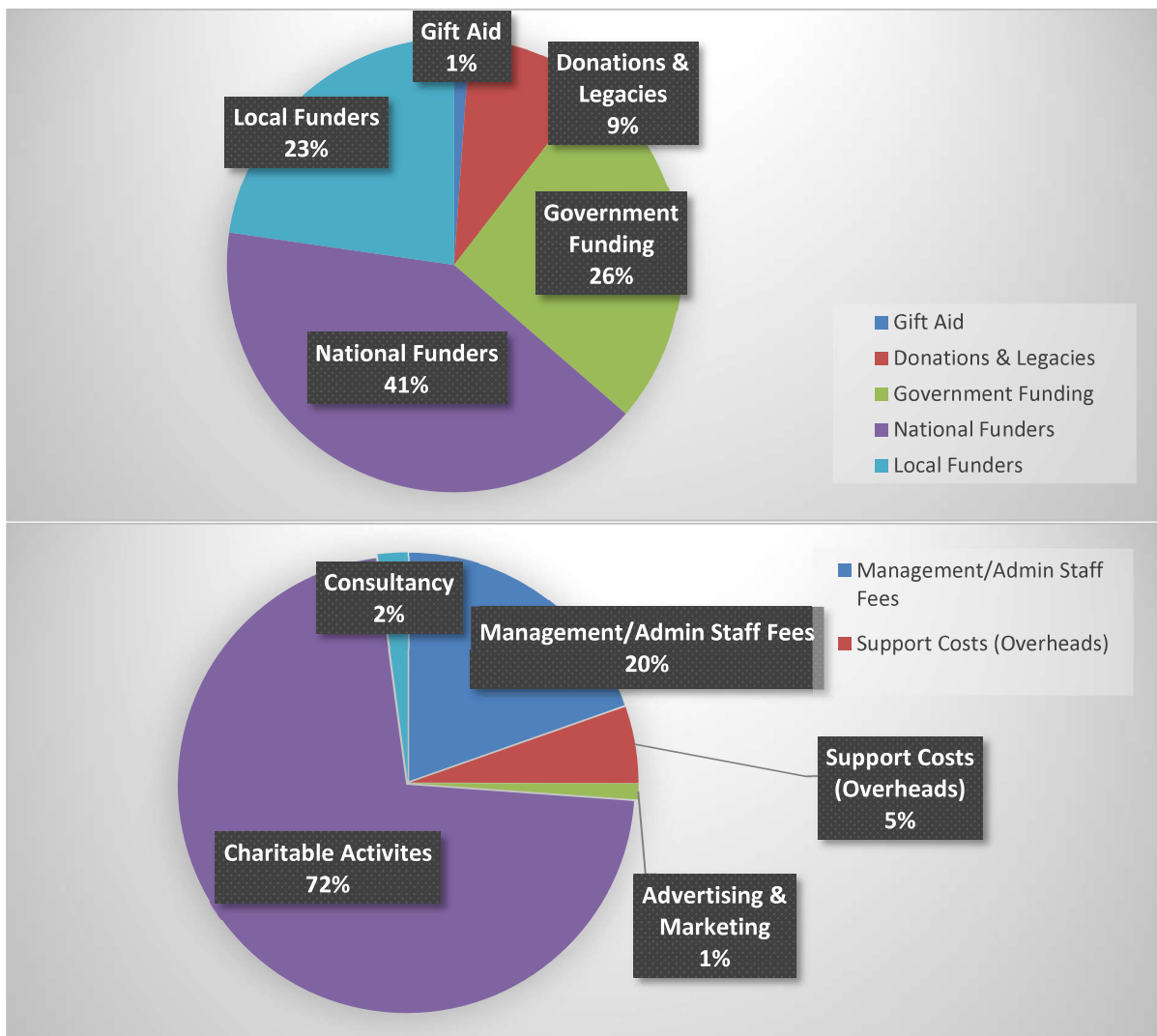
The Trustees are delighted to report that Music24 had a very successful and busy year, with an increase of 59% income. We secured 16 significant grants (grants £1,000 and over) compared to the previous year where we secured nine grants.

## Music24


Donations however were severely impacted by the pandemic. Despite this, we were able to access Emergency Covid government funding schemes in order to continue to provide relevant and effective services. Prior to the pandemic, we hadn't received any central government funding.

This year, the management made an exerted effort to also apply for more core funding to bring in unrestricted income to cover support costs (overheads) and build the charity's reserves.

The Trustees support the Senior Management Team in using targeted funding applications and Unrestricted Reserves to develop the charity and ongoing marketing campaigns to raise awareness of the charity's impact.



Signed on behalf of the charity's trustees:

Signed   
Thomas William Morley Johnson, Trustee

Date 24/06/2021

**Independent examiner's report to the trustees of  
Music24  
for the year ended 31 March 2021**

I report to the trustees on my examination of the accounts of Music24 (the charity) for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed  Date 05/07/2021

John O'Brien MSc, FCCA, FCIE  
Employee of Community Accounting Plus

**Music24**  
**Receipts & payments account**  
**for the year ended 31 March 2021**

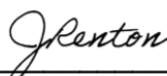
2020			Unrestricted	Restricted	2021
Total		Note	Funds	Funds	Total
Funds			£	£	Funds
£					£
	<b>Receipts</b>				
53088	Grants & Donations	2	23720	76229	99949
12233	Sales & Fees		3690	-	3690
<u>65321</u>	<b>Total receipts</b>		<u>27410</u>	<u>76229</u>	<u>103639</u>
	<b>Payments</b>				
209	Accounting Software Costs		121	164	285
118	Advertising & Promotional		114	49	163
80	Computer Costs		80	-	80
1895	Consultancy		1650	-	1650
-	DBS Checking		-	82	82
-	GoCardless Fees		3	-	3
-	Independent Examination Fee		-	780	780
673	Insurances		-	-	-
-	Marketing		-	700	700
180	Musical Equipment		342	11	353
734	Office & General Admin Expenses		127	1093	1220
134	Phone Costs		169	27	196
242	Printing, Postage & Stationery		34	113	147
135	Project Management		-	6202	6202
265	Raising Funds		-	-	-
1056	Refreshments		-	140	140
6109	Room Hire		-	911	911
5	Staff Training		30	68	98
127	Staff Uniform		-	-	-
-	Storage		352	292	644
50	Subscriptions		194	175	369
-	Supervision		175	-	175
4266	Travel & Accommodation		-	699	699
-	Van hire		-	99	99
30015	Freelance Workers		4356	43032	47388
7663	Event Administration		11807	3442	15249
122	Website		137	-	137
<u>54078</u>	<b>Total payments</b>		<u>19691</u>	<u>58079</u>	<u>77770</u>
11243	<b>Net receipts/(payments)</b>		7719	18150	25869
-	Cash funds at start of this period		6363	4880	11243
<u>11243</u>	<b>Cash funds at end of this period</b>		<u>14082</u>	<u>23030</u>	<u>37112</u>



**Music24**  
**Statement of assets and liabilities**  
**at 31 March 2021**

2020			2021
£	<b>Cash assets</b>	Note	£
10858	Bank accounts		12951
<u>385</u>	Cash in hand		<u>24161</u>
<u>11243</u>			<u>37112</u>
	<b>Other monetary assets</b>		
<u>551</u>	Debtors & Prepayments	4	<u>2838</u>
<u>551</u>			<u>2838</u>
	<b>Liabilities</b>		
<u>(4718)</u>	Creditors	5	<u>(1160)</u>
<u>(4718)</u>			<u>(1160)</u>

These financial statements are accepted on behalf of the charity by:

Signed  Dated 24/06/2021  
Julia Claire Renton, Trustee

**Music24**  
**Notes to the accounts**  
**for the year ended 31 March 2021**

**1. Receipts & payments accounts**

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

**2. Grants & donations**

	Unrestricted	Restricted	Total
	£	£	£
Postcode Lottery Trust	-	20000	20000
CAF Resilience Fund	-	12558	12558
Arts Council	-	10000	10000
Hertfordshire Community Foundation	3425	5637	9062
Wixamtree Trust	-	5000	5000
Co-op Community Fund	9634	4756	14390
Comic Relief	-	4000	4000
Near Neighbours	-	3828	3828
Baily Thomas Charitable Fund	-	3000	3000
Bedfordshire and Luton Community Foundatio	-	3000	3000
Welwyn Hatfield Council	-	2000	2000
Tesco Bags of Help	-	1000	1000
John Apthorp Charity	-	950	950
Masonic Charitable Foundation	-	500	500
D'Oyly Carte	3500	-	3500
Cambridgeshire Community Services NHS	1248	-	1248
Sundry donations	5913	-	5913
	<b><u>23720</u></b>	<b><u>76229</u></b>	<b><u>99949</u></b>

## Music24

### 3. Funds analysis

	Opening balance £	Receipts (Payments) £		Closing balance £
<b>Restricted funds</b>				
Luton Dementia	-	11873	(9873)	2000
MOM	-	12726	(8460)	4266
Musical Herts	4880	25651	(23722)	6809
Neurotones	-	6140	(3140)	3000
Biggleswade	-	2750	(305)	2445
Covid Choir	-	3480	(600)	2880
First Note	-	3240	(2240)	1000
Project Overheads	-	10369	(9739)	630
	<b><u>4880</u></b>	<b><u>76229</u></b>	<b><u>(58079)</u></b>	<b><u>23030</u></b>
<b>Unrestricted funds</b>				
General	<u>6363</u>	<u>27410</u>	<u>(19691)</u>	<u>14082</u>
	<b><u>6363</u></b>	<b><u>27410</u></b>	<b><u>(19691)</u></b>	<b><u>14082</u></b>

The specific purposes for which the funds are to be applied are as follows:

Luton Dementia - Funds for the Luton Dementia Service are used to run a music therapy group, a singing cafe and 1:1 service in Luton. Facilitator fees, room hire, volunteer expenses and staff travel.

MOM (Mind Our Music) - The purpose of this fund is to provide support for people with Mental Health illnesses, in particular our weekly music groups and EFT sessions for adults in Luton & Bedfordshire. Facilitator fees, room hire, volunteer expenses and staff travel.

Musical Herts - The purpose of this fund is to provide support to people with dementia and their carers in Hertfordshire. We also have some 1:1 therapy funded, singing cafes and a BAME group included in this fund. Facilitator fees, room hire, volunteer expenses and staff travel.

Neurotones - This fund is used to help people with Stroke/Parkinson's who have a communication difficulty as a result of their illness. This group is primarily for people in Luton & Central Beds. Facilitator fees, room hire, volunteer expenses and staff travel.

Biggleswade - This fund supports a Learning Disability group for adults in Biggleswade called Biggles Rock. Facilitator fees, room hire, volunteer expenses and staff travel.

Covid Choir - We have 2 Covid Choirs funded, one for Luton residents and one for Bedford & Central Beds residents. This is a new project. Facilitator fees mainly as all is due to take place online.

First Note - This fund supports a Learning Disability group for adults in Luton. Facilitator fees, volunteer expense and staff travel.

Project Overheads - This fund supports various overheads and expenditure that supports the running of the charity. This includes project management and admin fees, storage, accountancy and consultancy fees and general office expenses.

## Music24

### 4. Debtors & Prepayments

	£
Room Hire	48
Trade Debtors	2790
	<u>2838</u>

### 5. Creditors

	£
Independent Examination Fee	780
Room Hire	380
	<u>1160</u>

### 6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 7. Related party transactions

There were no related party transactions in this period.

### 8. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.