

Music24
(Registered charity, number 1182196)
Financial statements
for the year ended 31 March 2023

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Music24
Trustees' annual report
for the year ended 31 March 2023

Full name Music24

Organisation type Charitable Incorporated Organisation

Registered charity number 1182196

Principal address

The Greenhouse Hub
16-22 St Thomas Road
Luton
LU2 7UY

Trustees

Thomas William Morley Johnson
Tracey Brennan, Chair (from 27/06/2023)
Ian Begg (from 03/10/2023)
John Ley (from 02/08/2022)
Diana Pook (until 01/06/2023)
Julia Claire Renton (until 03/10/2023)

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 19th February 2019, last amended on 14th June 2022.

The methods adopted for the recruitment and appointment of new trustees

The trustees of the Charity follow the Charity Commission guidance on the methods adopted for the recruitment and appointment of new trustees.

Music24 has introduced a 'co-opt' structure which allows prospective trustees to attend meetings in order to learn about the charity and see if the opportunity is one they wish to pursue. The co-opted members can attend meetings but are non-voting members. They may have a specialist interest and support the Board in an advisory capacity. It can also be used for trustees that wish to step down from the full responsibility of being a trustee for the charity but still wish to support the Board and the charity's development. This model is popular with people that have caring responsibilities and other commitments.

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Objectives and activities

1) The relief of need for the people in particular but not exclusively 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.

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 Bedfordshire are: Luton, Bedford, Biggleswade & Leighton Buzzard; and in Hertfordshire: Watford, Welwyn/Hatfield, Stevenage and Broxbourne.

Our activities included creative music therapy groups and 1:1 music therapy, community choirs and singing cafes. The support provided improves the quality of life for people with disabilities, their carers, and the wider community. The activities help to improve participants' physical, mental and emotional wellbeing; building resilience within these communities; they would otherwise be excluded from meeting new people and accessing music and other creative opportunities, and these activities strengthen wider social support networks.

Public benefit statement

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

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'.

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Summary of the main achievements during the period

The Trustees are pleased to report on the continuing success of Music24. Music24 has grown at a substantial rate over this financial year and looks forward to an exciting future ahead! The year focused on establishing our support services further, promoting the charity more and strategising to secure the future of Music24.

During this year, we incorporated the NHS's '5 Ways to Wellbeing' in a questionnaire format because we felt it to be more suitable as a tool to evaluate all our work and for the various levels of ability amongst our beneficiary base. Feedback from this suggests that our services continue to support people in a number of ways: improved physical, mental and emotional wellbeing; improved quality of life; increased participants' self-esteem and reinforced their sense of identity; provided an opportunity for people to explore their creativity; helped people to feel a part of their community; improved people's support network; and helped to build resilience by discovering new coping mechanisms.

This year has seen the charity develop more strategically with a view of creating conditions that support security for the longer term future of the charity. This involved the management team implementing a CRM system and seeking more substantial and longer-term funding. We are delighted to say that in November 2022, we learned that we had been successful in becoming an Arts Council England National Portfolio Organisation (ACE NPO). This will provide Music24 with 3 years' core funding, from April 2023 - 2026, to develop the charity, with outcomes and outputs focused in Luton. It should be noted that Luton is seen as a 'Priority Place' by ACE and therefore has been historically underfunded. Therefore, ACE aim to prioritise engagement and investment in this area. Becoming an ACE NPO will also greatly enhance our reputation and give us more influence in the creative and cultural landscape of the town and beyond, placing us firmly in a leadership role, helping us to raise awareness of Disability within the Arts.

Highlights:

- Attaining ACE NPO status, in order to preserve the charity for the future and maintain and develop our level of activity in Luton. This will further support the charity to remain ambitious and think bigger.
- Our team is becoming more resourceful, having employed a part-time admin assistant. We've enrolled as an employer and now have 5 employees on PAYE and 13 freelance staff. Our volunteer support has now also grown considerably and we have 35 active supporters.
- We continued to hold an annual 'Dementia-friendly Carol Service' in Hatfield with community support, partners and sponsors.
- Over the year, in addition to our ongoing work, we began five new community projects; one Learning Disability group (Stevenage), two mental health groups (Welwyn Garden City & Bedford), and two singing cafés (Leighton Buzzard & Cheshunt). We also ran a series of Wellbeing sessions across Bedfordshire focusing on providing educational short-term programmes in Emotional Freedom Techniques (EFT, aka 'tapping'), Sound Baths and Music.

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- Implementing a CRM system and developing more robust processes to assist future development. This has assisted us in incorporating a case management/referral system and enables us to develop the fundraising efforts of the charity more effectively.

The Trustees wish to thank those who attend, and those who enable those individuals to attend. We would like to thank the senior management, music therapists, session musicians and volunteers for all their continued hard work and dedication, especially during these difficult last few years. Lastly, we'd like to thank our funders, without which none of our work would be possible - thank you for helping us to help others.

The charity's policy on reserves

Music24 aims to build reserves so it keeps a minimum of 3 months running costs to provide more security for the charity. Music24 is pleased to report that we have built upon our previous year's unrestricted reserves, but realises the need to build them further in 2023-24. As of 31st March 2023, Music24 has £47,755 in unrestricted fund.

Risks

The Trustees recognise that Music24 has a number of financial risks. We now have 5 employees on PAYE and 12 freelancers. We have secured long-term funding and ensure financial governance is of high importance. However, due to the adaptability of the charity and with a focus on our development over the coming years, we plan to review financial controls on a regular basis as the charity grows with the aim of avoiding potential risks. As a result of ACE NPO investment, we now adhere to robust quarterly reports and are accountable for any significant differences in budgeting and forecasting.

Music24 has grown at a substantial rate in the last few years and we are aware that the funding landscape is changing rapidly. Implementing our new CRM system is supporting the charity in becoming more fundraising-focused and we continue to develop opportunities to increase our earned income, enabling us to diversify and become more self-sufficient.

Signed on behalf of the charity's trustees:

Signed _____

Thomas William Morley Johnson, Trustee

Date 10/01/2024

**Independent examiner's report to the trustees of
Music24
for the year ended 31 March 2023**

I report to the trustees on my examination of the accounts of Music24 (the charity) for the year ended 31 March 2023.

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 16/01/2024
John O'Brien MSc, FCCA, FCIE
Employee of Community Accounting Plus


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Receipts & payments account
for the year ended 31 March 2023

2022			2023
Total		Unrestricted	Restricted
Funds		Funds	Funds
£	Note	£	£
	Receipts		
206546	Grants & Donations	2 43270	103588
6887	Earned income	11940	-
11554	Fundraising	16246	-
<u>224987</u>	Total receipts	<u>71456</u>	<u>103588</u>
	Payments		
187	Accounting Software Costs	280	-
133	Advertising & Promotional	396	118
-	Bank Charges	113	-
399	Computer Costs	1323	1392
4303	Consultancy	1295	2388
165	DBS Checking	311	-
1420	Legal and Professional Fees	844	50
627	Insurances	413	216
3537	Marketing	900	1280
1816	Musical Equipment	306	1184
310	Office & General Admin Expenses	304	-
502	Phone Costs	536	-
7991	Project Management	-	2350
183	Raising Funds	1127	-
358	Refreshments	1059	-
8427	Rent and Room Hire	300	20125
720	Salaries, NI & Pensions	27733	37125
-	Sessional Fees	2363	40082
1622	Storage	-	-
498	Subscriptions	275	-
920	Supervision	1334	660
7247	Travel & Accommodation	1185	16161
80812	Freelance Workers	11272	39123
-	Staff Costs	732	1075
295	Website	340	-
759	Sundry expenditure	252	5
<u>123231</u>	Total payments	<u>54993</u>	<u>163334</u>
101756	Net receipts/(payments)	16463	(59746)
37112	Cash funds at start of this period	38402	100466
-	Transfers between funds	(7110)	7110
<u>138868</u>	Cash funds at end of this period	<u>47755</u>	<u>47830</u>
		<u>175044</u>	<u>175044</u>

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Statement of assets and liabilities
at 31 March 2023

<i>2022</i>			<i>2023</i>
£	Cash assets	Note	£
138530	Bank accounts		95456
<u>338</u>	Cash in hand		<u>129</u>
<u>138868</u>			<u>95585</u>
Other monetary assets			
<u>2802</u>	Debtors & Prepayments	4	<u>8988</u>
<u>2802</u>			<u>8988</u>
Assets retained for the charity's own use			
General equipment.			
Drums, purchased 16/07/2021, £645			
Amplifier, purchased 04/02/2022, £585			
Speaker and mics, purchased 30/06/2022, cost £576			
Liabilities			
<u>(804)</u>	Creditors	5	<u>(2403)</u>
<u>(804)</u>			<u>(2403)</u>

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

Signed  Dated 10/01/2024
Tracey Brennan, Trustee

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Notes to the accounts
for the year ended 31 March 2023

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
	£	£	£
BLCF Luton Recovery Fund	-	18000	18000
HCC HCF Day Opps	-	16050	16050
Co-op 22-23	-	12968	12968
Luton Borough Council	1000	10990	11990
HCF - Large 2022	-	10000	10000
Comic Relief 2022	-	9500	9500
Mount Trust	-	5000	5000
Childwick Trust	-	5000	5000
Harpur Trust	-	4780	4780
HCF Building Life Chances	-	4224	4224
Whitbread 2022 (BLCF)	-	2000	2000
Gale Family Trust	-	2000	2000
Captain Tom NHS Grant	-	1500	1500
Biggleswade Town Council	-	500	500
Magic Little Grants	-	500	500
Gift Aid	4016	-	4016
Sundry grants & donations	38254	576	38830
	<u>43270</u>	<u>103588</u>	<u>146858</u>

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3. Funds analysis

	Opening balance £	Receipts £	(Payments) £	Transfers £	Closing balance £
Restricted funds					
Luton	27513	23000	(45675)	-	4838
Luton - Mental Health	4924	9750	(11567)	-	3107
Central Beds - Learning Disability	358	4622	(4261)	-	719
Central Beds - Neuro-disability	1365	2464	(4734)	-	(905)
Central Beds - Singing Café	2000	2389	(3882)	-	507
Bedford - Mental Health	-	4780	(4673)	-	107
Herts - Dementia	17619	15250	(30575)	-	2294
Herts - Learning Disability	7500	9722	(6896)	-	10326
Herts - Mental Health	-	5750	(4892)	-	858
Herts - Singing Café	9603	13083	(11234)	-	11452
Outreach - Education	28557	-	(21823)	-	6734
Outreach - Training	-	9740	(1947)	-	7793
M24 - Project Overheads	1027	3038	(11175)	7110	-
	100466	103588	(163334)	7110	47830
Unrestricted funds					
General	38402	71456	(54993)	(7110)	47755
	38402	71456	(54993)	(7110)	47755

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

Luton - The purpose of this fund is to support all of our service provision in Luton, including working with Dementia in groups and 1:1, Mental Health & Learning Disabilities. We pay for facilitator fees, room hire, volunteer expenses and staff travel.

Mental Health – for our creative music project, Mind Our Music, supporting people with various mental health conditions.

Learning Disability - The purpose for this fund is the provision of a service for adults with a learning disability. We pay for development of the service, promotion and marketing, facilitator fees, room hire, volunteer expenses and staff travel.

Neuro-disability – for our project, The Neurotones Choir, supporting people with various neurological conditions, such as Stroke and Parkinsons.

Singing Café - for our project supporting people with who are elderly/frail and socially isolated.

Dementia - Funds for a dementia service are used to run a music therapy group.

Facilitator fees, room hire, volunteer expenses and staff travel.

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Education – for our educational programme, The Wellbeing Sessions, supporting people with various mental health conditions, health professionals and the general public.

Training – for our training programme supporting health and social care professionals.

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.

The transfer from the General fund to the M24 – Project Overheads is to cover deficits on these activities.

Central Beds - Neuro-disability funding is in deficit at the year-end due to an element of the funding being received in arrears.

4. Debtors & Prepayments

	£
Earned Income	8359
Prepayment - Insurance	53
Prepayment - Data Management System	576
	<u>8988</u>

5. Creditors

	£
Independent examination fee	846
HMRC	1303
Nest	254
	<u>2403</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.