

Wiltshire Young Musicians

Treasurers' Report August 2021 to September 2022

The role of Treasurer for Wiltshire Young Musicians is shared by Committee Members, Marion Grout and John Malone. We took on the responsibility from Brian Swinburne in November of 2021, part-way through the Financial Year 21-22.

To facilitate sharing the role and to make the book keeping and accounting procedures more accessible, we moved from laptop based software to the on-line version of Quickbooks. Data and records from the old version of Quickbooks were effectively transferred into the on-line version.

We have also upgraded our NatWest Bank Account from cheque book and paper statement based to be on-line.

These switches have meant that we have needed to develop a new financial protocol to ensure transparency in managing the bank accounts and recording transaction. The new protocol was drafted by the Treasurers and discussed and approved by the Committee.

On-line banking has meant that payments of subscriptions, instrument hire charges and other payments can be made electronically to the WYM bank account. We also continue to have card as a payment option via PayPal.

We are also now able to pay invoices from tutors, for venue hire and other expenses directly from the bank account. This saves on administration time.

With the accounts now moved to Quickbooks on-line, we have been spending time rationalising the income and expenditure categories to help improve book-keeping accuracy and make reporting clearer.

For a number of years, we have had the support of a local accountant who reviewed the WYM accounts free-of-charge. This is no longer available, so we have identified Gooding Accounts and will be using their Westbury office. We will be working with them to prepare a report on the latest accounts for submission to Companies House and the Charity Commission.

The key points to note from the Profit and Loss for August 21 to July 22 and Balance Sheet at 31 July 22 are as follows:

Income and Expenditure

At the heart of Wiltshire Young Musicians are the young people who come to enjoy playing music together and to learn. We would be unable to continue offering this fantastic opportunity without the financial support of that parents commit to the organisation through Subscriptions and Instrument Hire. So, thank you for this.

Subscriptions brought in around £24,000 in FY 21/22, about half the total income of £47,542, with an additional £2,470 coming in through Instrument Hire

Wiltshire Music Connect provides an essential income with their grant to WYM, amounting to £15,659 in the Financial Year. Thank you for this on-going support.

Thank you also to those who have also made helpful donations.

No gift aid submission has yet been made in respect of the tax year April 2021 to April 2022, so is not showing in the P&L for this financial year. However this will be claimed so will show on the following year's accounts.

Our significant expenses are payment of Tutors and the Musical Director and Administrator, a total outgoing of £45,666. The hire of Rehearsal Rooms amounts to £16,666.

Our total Outgoings for the year were £66,151, leading to an overall loss of £18,608.

Clearly the Loss is of significant concern.

Balance Sheet

In the short-term, looking at the Balance Sheet, we have sufficient Cash to continue operation for the next few years, around £62,000, after accounting for the FY 21/22 deficit.

Previous years' accounts have shown a "WYM Airbag" fund of £7,064 under Liabilities. This money was given to WYM by Wiltshire Music Connect to smooth the transition away from the Service when it closed in 2015. This has been used to cover some of the loss in 2021-2022.

Also previously shown under Liabilities, was The Steel Pan Tutors fund, which was given to us many years ago to support the Steel Pans group. This has now been moved to show on the accounts as a

Fund. The money will continue to be used for Steel Pans tuition and maintenance of the Steel Pans e.g. tuning and stands.

Over the past few months, driven by Matt Thorpe and now by our new Executive Director, Chris Turner, we have started to look at how we can ensure that Income exceeds Expenditure and how we can work together to secure the future of WYM so that may more young people from across the county can continue to enjoy and benefit from a wealth of ensemble music-making activities.

Chris will comment on plans for the future.

Musical Director's Report

AGM 2021-22

2021/22 was WYM's first full 'normal' year since the onset of the Coronavirus pandemic in March 2020. All 14 of our groups were able to return to rehearsing face-to-face and continued to do so throughout the full year. We were also able to gradually ease our COVID protocols and restrictions gradually over the course of year.

It was very exciting to be able to produce our full programme of concerts this year. This started with our Christmas Festival including showcase concerts for all of our junior groups and two formal concerts at Wiltshire Music Centre which included all other groups.

We hadn't hosted any Love to Play! Days since March 2019 so we decided to hold two sets this year, the first in the Autumn term and the second in their usual place just before Easter. This provided a first performance opportunity for lots of our junior members.

The Senior Concert and Summer Festival also went ahead as normal including our first visit to St Andrew's Church in Chippenham since 2019.

We made the decision to appoint an Executive Director to develop and manage a plan for financial stability for the organisation moving forwards. Interviews were held during the summer term and we appointed Chris Turner to the role. We look forward to him starting this work in September.

As ever, the WYM team continue to provide the same dedicated, enthusiastic and exceptional tuition for our young musicians for which I am extremely grateful. We are very lucky to have team of such amazing tutors. We were sad that our long standing

administrator Lesley Meredith made the decision to retire in the Spring but were pleased to welcome Claire Emberson to the team.

We did manage to see a nice bounce back in subscription numbers this year as people gained more confidence in attending post pandemic. However, the general downward trend in numbers we have seen in recent years did continue.



Matthew Thorpe

Consultant Musical Director

Wiltshire Young Musicians

Executive Director report 2022

Having taken post at Wiltshire Young Musicians in September 2022, I am not reporting on our last financial year as the Chair, treasurers and musical director are, but on my initial findings over the first two months of this year, since September 2022.

Firstly and most importantly – we have a fabulous team of tutors here, well established and providing the highest quality ensemble provision. We do however, need to find new ways of recruiting new ensemble leaders as a vital part of our growth plan.

Office staff and trustees are supportive and keen to improve the organisation.

From feedback questionnaires. Participating members and their parents are, on the whole, happy with the service we provide.

However, Wiltshire Young Musicians has become too reliant on funding from the hub and almost the entire grant is swallowed by the day to day running of the organisation. Even with the grant from the hub, this year we are likely to make a real terms loss of in excess of £12,000. The figures are likely to show better than this as one hub payment was late last year and shows on this year's accounts, plus we are owed gift aid from last year. However, we must be realistic with where the organisation is.

Systems and processes have been found to be outdated and often inefficient. Myself, Claire and Matt have been working on updating these and hope you will see some positive changes this academic year.

I have been building relationships and gathering information from schools in every corner of the county. Secondary schools have offered particularly interesting feedback in Bradford on Avon, Royal

Wootton Bassett and Marlborough. This has helped to develop a plan for the organisation but also serves an important role in building strong relationships with schools, something which I urge us all to do.

We now have an advertising budget to ensure strong visibility. I urge all members, staff and trustees to help with the distribution of materials and information where possible and appropriate.

A business plan has now been developed and if the whole team can pull together on this then next years figure's start to look a bit healthier. Main challenges will be:

1. Fundraising – please play your part in this by entering raffles, offering prizes and shaking buckets. Further fundraising will need to be secured through grants and donations.
2. Recruiting members – all our groups must be viable. At the moment only 1 group, the West Wiltshire Youth Orchestra, is making a small surplus. Two groups, West Wiltshire intermediate strings and West Wiltshire intermediate wind band, are just breaking even. All other groups are currently running at a loss, some at a significant loss. The business plan shows that by September 2023 all our groups should be at least breaking even.
3. Recruiting staff – North Wiltshire Junior Wind Band are looking for a new leader. Despite contacting all hub associates directly, advertising through arts council sites and others, we have not yet found a replacement. Timing of the groups seems to be the main difficulty for interested parties. This is a concern when much of the growth plan relies on opening new groups with new leaders. I would be looking for a system whereby assistant ensemble leaders can step into the lead roles when required.
4. Equality, Diversity and Inclusion – We have already started the ball rolling with this and have had interesting discussions with Cassie Tait at the West of England youth orchestra, Richard Parsons at Salisbury area young musicians and particularly Sharon Cullum at Swindon music co-operative about how to improve our plans and strategies for EDI. Further such meetings are booked and we look to have a strong plan in place for 2023.

The full business plan has not been published to the public. If you wish to discuss this in more detail with me personally please do get in touch. My door is always open.

I would like to thank you all for the warm welcome I have received here - keep up the good work! Whilst this term for me has been about setting us on the right footing, I look forward to making further more progressive impacts after Christmas.

Management Report

Wiltshire Young Musicians

For the period ended 31 July 2022



Prepared by

GOODING ACCOUNTS LTD

Prepared on

12 December 2022

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Financial Activities

August 2021 - July 2022

		Total
	Aug 2021 - Jul 2022	Aug 2020 - Jul 2021 (PP)
INCOME		
4170 Programme Sales	147.20	
Bank Interest Rcvd	0.64	10.14
Concert Income	56.00	
Summer Concert	164.21	
Summer Concert Sales	1,412.51	
Xmas Concert Sales	1,806.56	
Total Concert Income	3,439.28	
Donations	1,357.63	2,000.00
Fund Raising Easyfundraising	23.23	16.87
Gift Aid		2,744.14
Instrument Hire	2,470.00	277.09
Love to Play Strings Day	343.30	
Love to Play Wind Day	201.82	
Subscriptions Received	6,680.17	5,387.50
Subscriptions Received (PayPal)	17,219.27	13,256.84
Tuck Shop		32.24
Wiltshire Music Connect Grant	15,659.75	19,560.50
Total Income	47,542.29	43,285.32
TOTAL	47,542.29	43,285.32
EXPENDITURES		
6140 Gifts and Donations		145.00
6180 Insurance	1,012.79	1,134.07
6230 Licenses and Permits	48.00	
6250 Postage and Delivery		113.75
6260 Printing and Reproduction	321.94	
6270 Professional Fees		
6655 Consulting		5,000.00
Total 6270 Professional Fees		5,000.00
6335 Software Expense	90.00	
6340 Telephone		
6341 Mobile	120.00	120.00
Total 6340 Telephone	120.00	120.00
6550 Office Supplies	534.55	
Company Admin	375.00	13.00
Concerts	216.37	
COVID-19		211.72
Directors and Administrators		
Administration	8,320.00	8,023.76
Musical Director	8,000.00	
Total Directors and Administrators	16,320.00	8,023.76
Instrument Hire External		103.00
Photocopying	199.66	120.38
Rehearsal Rooms	16,666.12	15,497.12

	Total	
	Aug 2021 - Jul 2022	Aug 2020 - Jul 2021 (PP)
Software Licenses	89.52	83.52
Stationery	81.47	85.71
Tickets		-24.00
Training	480.00	100.00
Tutors	29,346.85	41,928.75
Website	249.00	207.60
Total Expenditures	66,151.27	72,863.38
NET OPERATING INCOME	-18,608.98	-29,578.06
OTHER INCOME		
7010 Interest Income	28.28	
Total Other Income	28.28	0.00
NET OTHER INCOME	28.28	0.00
NET INCOME/(EXPENDITURE)	£ -18,580.70	£ -29,578.06

Balance Sheet

As of July 31, 2022

	Total	
	As of Jul 31, 2022	As of Jul 31, 2021 (PP)
FIXED ASSET		
Tangible assets		
Instruments		
Additions in the Year	91.67	91.67
Costs B/fwd	146,001.97	146,001.97
Total Instruments	146,093.64	146,093.64
Total Tangible assets	146,093.64	146,093.64
Total Fixed Asset	146,093.64	146,093.64
CASH AT BANK AND IN HAND		
Nat West Business Reserve	56,392.88	72,945.61
Nat West Capital Reserve	5,632.50	5,630.33
Nat West Current a/c	100.00	236.00
Total Cash at bank and in hand	62,125.38	78,811.94
CURRENT ASSETS		
Gift Aid Due	0.00	2,744.14
Total Current Assets	0.00	2,744.14
NET CURRENT ASSETS	62,125.38	81,556.08
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Current Liabilities		
Steel Pan Tutors	0.00	6,001.48
WYM Airbag	0.00	7,064.00
Total Current Liabilities	0.00	13,065.48
Total Creditors: amounts falling due within one year	0.00	13,065.48
NET CURRENT ASSETS (LIABILITIES)	62,125.38	68,490.60
TOTAL ASSETS LESS CURRENT LIABILITIES	208,219.02	214,584.24
TOTAL NET ASSETS (LIABILITIES)	£208,219.02	£214,584.24
CHARITY FUNDS		
1110 Retained Earnings	75,688.49	98,202.55
3000 General Fund	145,959.75	145,959.75
Steel Pans Tutors fund	5,151.48	
Surplus/(Deficit)	-18,580.70	-29,578.06
Total Charity funds	£208,219.02	£214,584.24

The Financial Statements were approved by the Trustees on _____.

Trustee

Report to the members of:

Wiltshire Young Musicians

On accounts for the year ended:

31 July 2022

**Respective responsibilities of
trustees and examiner**

The Treasurer, as appointed by Wiltshire Young Musicians, is responsible for the preparation of the accounts. The Charity consider that a full in depth audit is not required for this year and that a thorough independent examination is needed.

It is my responsibility to:

- examine the accounts.
- confirm that the figures present a true and fair view of the position.
- to state whether particular matters have come to my attention.

**Basis of independent examiner's
statement**

My examination was carried out in accordance with general Directions given by the Wiltshire Young Musicians and Accountancy bodies. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the Treasurer concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.



Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with regular Accounting procedures.
 - to prepare accounts which accord with the accounting records and comply with the necessary accounting requirements of the Wiltshire Young Musicians.have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
3. which would give rise to any concern in relation the full disclosure of all financial matters in relation to the Wiltshire Young Musicians.

Signed:

K Gooding

Date:

5 December
2022

Name:

Katy Gooding

Relevant professional qualification(s) or body:

ICAEW

Address:

Gooding Accounts Ltd

24 Warminster Road, Westbury

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