



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2020		31	March	2021

Section A Reference and administration details

Charity name

Zephaniah Music Trust

Other names charity is known by

Zephaniah Trust

Registered charity number (if any)

1036478

Charity's principal address

2A Norwood Road

ShIPLEY

West Yorkshire

Postcode

BD18 2AZ

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	Rev Keith Jones		01/04/2020 – 23/06/2020	Trustees
2	Mrs Pauline Grant		01/04/2020 – 15/03/2021	Trustees
3	Mrs Susan Edmondson			Trustees
4	Mr John Mark Allison			Trustees
5	Mr Adam Syrop		17/03/2021 - Present	Trustees
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17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed (dated 28.02.1994)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by current trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the Christian religion, in particular in the UK, particularly by means of the medium of music and song and through the assisting of Christian musicians engaged in charitable activities promoting the said objects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees have had regard to the Charity Commission’s guidance on public benefit.

Through salaries and grants, the Trust supports Christian workers who visit schools, churches and community groups to provide assemblies, lessons, workshops and performances, running both one-off and ongoing art-based projects. Our workers also run a series of regular events throughout the year to which school groups and others are invited. Through this work, the Trust supports schools, churches, and community groups in exploring questions of faith, and helping to build understanding and community cohesion. The work in schools directly assists schools in meeting the requirements of the national curriculum, both to provide an act of collective worship and to involve members of local faith communities in their RE provision. The Trust provides access to the arts regardless of the ability of organisations or participants to pay a fee. During the Covid-19 pandemic much of this work has continued in an online format, made publicly available on our social media channels at no charge, increasing accessibility.

Our workers visit wherever they are invited regardless of social, economic or ethnic background, or the ability to pay, and our events are inclusive of those of all faiths and none. We make every effort to run events which are accessible to all, respecting individual needs.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In addition to supporting our own staff and associates, the Trust makes occasional, small, one-off grants to individuals and organisations engaged in activities working towards our aims, based in the UK. The Trust has a written policy on grant making that is sent to all applicants.

We work regularly with other organisations, churches and individuals to meet our aims in a variety of contexts. We have a significant number of volunteers who support us and enable events to take place.

Summary of the main achievements of the charity during the year

In 2020/2021 the Trust has employed four part-time workers: a singer/songwriter, a storyteller, and two keyworkers. Their work is supported by a dedicated part-time administrator.

2020/21 has been defined by the Covid-19 pandemic, which has restricted many of the Trust's normal activities, and has forced our team to develop new ways of delivering our work and meet the rapidly changing needs of schools and churches in a covid-secure manner.

We have continued our core provision of **assemblies and RE lessons**. These have been in school where local restrictions and school health and safety policies allowed. Where in-person provision wasn't possible, we delivered live assemblies via Microsoft Teams or Zoom and developed recorded online assemblies, which were made available to all our schools. This has continued to support schools in meeting the requirements of the National Curriculum, building understanding of the Christian faith, and contributing to social cohesion. It has also provided a point of normality for children at a time of upheaval and uncertainty.

In addition to this work, the team have been involved in the following ongoing and one-off projects during the year:

Zeph@10am was our immediate response to the first lockdown, covering the period that schools were closed or only partially open. Each weekday the team met together online, using Facebook, for a time of reflection, prayer and community. The meetings were open to anyone else who wished to join us, and the content was uploaded to our website blog for anyone who wished to use it later.

Re:wind and Fast Forward, RE events that increase understanding of major Christian festivals and assist with the transition to secondary school, were unable to run in their normal format. Instead, we produced an online extended assembly session for children who were preparing to move to secondary school. For Easter, in lieu of both Re:wind and the many Easter arts workshops we normally run, we compiled an Easter Activity Resource Pack. These were emailed to our schools and made available to local churches and home-schooling families.

Our summer Holiday Club moved online. "Tale Spin", an original programme, explored some of the parables of Jesus through three mid-week sessions and a Sunday service. The sessions included the familiar features of songs, stories, games and craft, all adapted to be accessible at home, plus some specially commissioned drama.

The Light Party, providing an alternative to traditional Halloween activities, also moved online. Following an approach from the Shipley Salvation Army Corp, we produced a resource pack that we made available to churches who wished to use the online Light Party to connect with children in their churches and communities. Locally, the Salvation Army gave out activity packs containing the craft materials that would be needed.

Rock Solid, a youth group in the Wilsden area of Bradford, run in collaboration with the local Methodist Church, is one of the activities that has been impossible during the pandemic. However, we kept in touch with the children who attend, dropping off activity packs to their homes throughout the year.

Refugee Week 2020 moved online, and we contributed a special, socially-distanced recording of our Refugee Voices drama project, and a presentation called Water Babies. We produced a resource pack with age-specific activities which was sent out to our schools and other contacts. There were over 1000 downloads of the pack during the week, with some of our schools using it with the keyworker children who were in school at that point.

ZephFamily is an inclusive family worship, which we launched in February 2020, with the plan that it would be a quarterly event. Initially on hold, we held the second as part of Refugee Week and the third in February 2021 this year to mark our 27th birthday as a Trust, both online.

DecemberFest was primarily the focus for our autumn fundraising campaign. Involving the whole team, many of our associates and other friends, it was a 6-hour online festival of music, story and poetry. Subsequent to the event itself, we able to make sections of it available as stand-alone resources on our YouTube channel.

BIASAN is a weekly support group for refugees and asylum seekers in Bradford. While they haven't been able to meet, our worker has continued to provide support making deliveries to vulnerable people.

Bradford Refugee Forum has become a more significant aspect of work for one of our team. This year they have been involved in the development of a Wellbeing Resource booklet, aiming to help individuals manage their mental health and aimed at those for whom English may not be their native language.

Online Resources are a new feature of our work as a result of the pandemic. These have included stand-alone songs and stories that churches could incorporate into online services, or that schools could use in their own assemblies. Some churches have made requests for specific songs to fit with their plans. This included contributions for the Bradford Church Schools Leavers Service, and the Bradford Cathedral Children's Easter Service.

Our greatest achievement this year has been our ability to adapt, respond, and generally keep going – keeping on taking Light into dark corners – at a time when the world has seemed particularly dark. While we missed the face-to-face contact with children and young people, we have learnt new skills, and developed new strands of work which have reached further geographically than we can ever reach in person. As schools and churches begin to return to more normal ways of working, and we can return to our previous patterns of work, we will review and assess which of these new strands are worth continuing and developing further in a post-covid world.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trust's policy is to build/maintain sufficient available reserves to cover three month's payroll, plus any other identified liabilities. The required level of funds is reviewed regularly.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funds are donations (both regular and one-off) from individual supporters, and the resulting Gift Aid, and from churches and schools who support our aims. This is augmented by small grants and small fundraising activities and events. A small proportion of our work is paid, but not dependent upon payment for its delivery. During the Covid pandemic the balance has shifted with minimal income from activities, and a greater reliance on fundraising and grants.

All fundraising activity is managed within the Trust, with no part being contracted out to a third party. The majority of fundraising communications are made through our termly newsletter or social media. Both of these are 'opt-in'. We do not send unsolicited mail or carry out telephone fundraising. Our mailing lists and contact details of supporters are never sold or divulged to third parties.

Section F



Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	SUSAN EDMONDSON.	JOHN MARK ALLISON
Position (eg Secretary, Chair, etc)	CHAIR.	TRUSTEE
Date	29.9.21.	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Zephaniah Music Trust

No (if any)
1036478

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Receipts and payments accounts

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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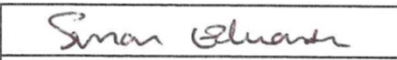

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
A1 Receipts					
Donations	46,144.55	14,120.00	-	60,264.55	58,655.99
Gift Aid	6,122.41	1,381.00	-	7,503.41	6,165.04
Fundraising & Sponsorship	595.06	-	-	595.06	131.57
Grants	4,000.00	5,600.00	-	9,600.00	800.00
Other	1,455.42	2,832.54	-	4,287.96	23,934.45
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	58,317.44	23,933.54	-	82,250.98	89,687.05
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	58,317.44	23,933.54	-	82,250.98	89,687.05
A3 Payments					
Grants	-	-	-	-	400.00
Salaries	38,203.47	23,315.27	-	61,518.74	68,736.87
Inland Revenue	4,242.28	1,887.91	-	6,130.19	8,521.25
Pension Contributions	1,778.64	811.80	-	2,590.44	3,210.92
Charitable Activities, Admin & Plant	7,086.36	794.57	-	7,880.93	9,478.72
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	51,310.75	26,809.55	-	78,120.30	90,347.76
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	51,310.75	26,809.55	-	78,120.30	90,347.76
Net of receipts/(payments)	7,006.69	- 2,876.01	-	4,130.68	- 660.71
A5 Transfers between funds	- 1,081.80	1,081.80	-	-	-
A6 Cash funds last year end	8,982.48	8,655.19	-	17,637.67	18,298.38
Cash funds this year end	14,907.37	6,860.98	-	21,768.35	17,637.67

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
B1 Cash funds	At bank	14,901.90	6,860.98	-
	Petty cash	5.47	-	-
		-	-	-
	Total cash funds	14,907.37	6,860.98	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds
B2 Other monetary assets	Details			
	Unclaimed Gift Aid	2,721.97	612.80	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	CDs	Unrestricted	-	-
	Drums	Unrestricted	-	-
	Computers	Unrestricted	-	-
	Camera	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Inland Revenue (Month 12)	Unrestricted	323.33	21 April 2021
	Inland Revenue (Month 12)	Restricted	148.85	21 April 2021
	Eclipse Internet	Unrestricted	15.31	02 April 2021
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SIMON EDWARDS	29.9.21
	JOHN MARK ALLISON	29/1/21

Independent examiner's report to the trustees of Zephaniah Trust

I report to the trustees on my examination of the accounts of Zephaniah Trust for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust'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 material 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 Trust 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:



Name:

GEOFFREY POLLARD

Relevant professional qualification or membership of professional bodies (if any):

NONE

Address:

6 SPRINGSWOOD ROAD, SHIPLEY, BD18 3DG

Date:

12/08/2021