

Registered number: 03466442  
Charity number: 1067859

**The Music For Schools Foundation**

Trustees' Report and Financial Statements

For the Year Ended 31 August 2022



**The Music For Schools Foundation**  
**(A Company Limited by Guarantee)**

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**The Music For Schools Foundation**  
**(A Company Limited by Guarantee)**

**Reference and Administrative Details of the Charity, its Trustees and Advisers**  
**For the Year Ended 31 August 2022**

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<b>Trustees</b>	M Byrne S Mercer A Padbury
<b>Company registered number</b>	03466442
<b>Charity registered number</b>	1067859
<b>Registered office</b>	Unit 3 Ryknild Industrial Estate Derby Road Burton-on-Trent Staffordshire DE14 1RZ
<b>Company secretary</b>	S Mercer
<b>Senior management team</b>	A Wooding, Head of Service K Robinson, Education Advisor T Preece, Enrolment Manager B Prankard, Teacher Support A Garland, Teacher Support E Jacques, Teacher Support P Maddox, Teacher Support
<b>Independent Examiner</b>	Dains Audit Limited 15 Colmore Row Birmingham B3 2BH
<b>Bankers</b>	Royal Bank of Scotland Plc 38-41 Station Street Burton-on-Trent DE14 1AX

**The Music For Schools Foundation**  
**(A Company Limited by Guarantee)**

**Trustees' Report**  
**For the Year Ended 31 August 2022**

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The Trustees present their annual report together with the financial statements of the Charity for the year 1 September 2021 to 31 August 2022. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Since the Charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

**Objectives and activities**

**Policies and objectives**

The objectives of the Charity are:

- The advancement of musical education;
- To provide an opportunity for children of all ages to learn to play a musical instrument by increasing access to musical instruments in school; and by arranging musical concerts and musical workshops at all times during the school year and during school holidays; and by offering free tuition to children whose means prevent payment;
- To promote, encourage and organise school community bands;
- To do all other things and all other acts deemed by the Trustees to be in the advancement of musical education.

The Charity's main objective is to make instrument teaching in primary schools accessible to as many children as possible.

The principal aim for the year was to continue to increase pupil numbers following the full return to teaching in schools after the easing of COVID-19 restrictions, through visits to schools to deliver musical assemblies, whilst working to reduce operating costs.

**Activities undertaken to achieve objectives**

The Charity teaches approximately 2,000 pupils in 250 schools throughout the country, giving a wide range of children the opportunity to play musical instruments that they may otherwise not have had. The Charity actively works to increase interest in music through the use of musical assemblies in schools and to introduce children to the idea of playing a musical instrument.

The Charity charges for tuition, but provides assistance to pupils in need of financial support. At present approximately 40 pupils take advantage of subsidised tuition. The Trustees are conscious of the need to make the tuition available to as many pupils as possible. The tuition fees are set at a level which is generally affordable but which also provides sufficient funds for the Charity to support those who are unable to pay the fees.

The Charity uses approximately 42 teachers throughout the country, and ensures that teaching standards are maintained by a continuous training and development programme. Teachers are also encouraged to promote the playing of musical instruments outside lessons, and since COVID-19 restrictions were lifted the number of ensembles being run is increasing.

When planning the activities for the year the Trustees have considered the Charity Commission's guidance on public benefit.

## Objectives and activities (continued)

### Main activities undertaken to further the Charity's purposes for the public benefit

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The primary activity undertaken by the charity is that of instrument teaching. The main objective of the Charity is to make instrument teaching in primary schools accessible to as many children as possible.

### Achievements and performance

#### Review of activities

##### COVID-19

At the start of September 2021 the vast majority of schools were allowing face to face tuition to take place. Tutors' timetables continued to be affected by cases of COVID-19, however the option of online lessons offered an additional solution in terms of replacing lessons.

Whilst conditions for operating in schools slowly returned to normal during the year, the impact of COVID-19 was still strongly felt through significant depleted numbers of pupils, caused by severely constrained recruitment during the previous 18-months of restricted school access. Rebuilding student numbers was therefore a key aspects of the year's activities.

##### Exams 2021/2022

MfSF continued to offer pupils the opportunity to take exams through the ABRSM remote 'Performance' Exams. Although face to face exams were available in some areas, it was decided that MfSF would only offer remote exams during the year in the interests of standardising the exam availability for all pupils on the scheme. Less than 100 pupils took exams during the year, which can be attributed to the lower number of pupils learning overall, and the higher percentage of beginners. The pass rate was 99%.

##### MfSF Tutors

Tutor levels remained constant, and at the end of the academic year progress was made in recruiting new tutors ready for the new academic year. Initial Zoom interviews were introduced to enable Head Office staff to be involved more and to increase availability and reduce travel costs for Senior Tutors.

##### Promotion

From September 2021 schools were allowing musical demonstrations/assemblies for the pupils and parent information sessions were being given via the Zoom platform. By October half term it was decided that parent information sessions were not required as the pupil assembly and the information on the MfSF website were resulting in enrolments. The new Enrolment Manager was able to book and visit 150 schools and pupil numbers steadily increased during the year.

### Investment policy and performance

The Trustee and management team have again considered the most appropriate policy for investing temporary surplus funds and have concluded that the most suitable investment funds currently available are a deposit account and two fixed rate bonds with the Charity's bankers which provide necessary access to funds whilst giving a satisfactory rate of interest in the present financial market.

## Financial review

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Details of incoming resources and resources expended are set out in the Statement of Financial Activities on page 7 of the financial statements. Net outgoing resources for the year ended 31 August 2022 were £(92,755) (2021 - £(32,549)).

### Reserves policy

The Charity intends to retain and build funds over the coming years to reach a target of £85,000 - £100,000. The policy of retaining significant funds within the Charity has ensured the continuation of the Charity over the past 2 years, which have been significantly disrupted by the COVID-19 pandemic.

## Structure, governance and management

### Constitution

The Music For Schools Foundation was incorporated on 17 November 1997 under the Companies Act 1985. Being a Company limited by guarantee it is governed by its Memorandum and Articles of Association. The Company is also a registered Charity with the Charity Commission. In the event of the Company being wound up members are required to contribute an amount not exceeding £10.

### Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. All Trustees are elected to serve for a period of three years at which point their position is reviewed.

### Organisational structure and decision-making policies

The Trustees aim to meet on a twice yearly basis and are responsible for the strategic direction and policy of the Charity. A scheme of delegation is in place and day-to-day responsibility of the scheme rests with the Head of Service.

### Policies adopted for the induction and training of Trustees

New Trustees will undergo an orientation meeting to brief them on their legal obligations under Charity and Company law, the content of the Memorandum and Articles of Association, the working of the scheme and recent financial performance of the Charity. A comprehensive information pack has also been prepared with relevant information about the Charity and its projects, which is distributed to each Trustee.

### Pay policy for key management personnel

The pay and remuneration of the Charity's key personnel are reviewed periodically by the Trustees to ensure these are appropriate and in line with market conditions.

The Music For Schools Foundation  
(A Company Limited by Guarantee)

Trustees' Report (continued)  
For the Year Ended 31 August 2022

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Structure, governance and management (continued)

Related party relationships

None of the Trustees held any interest in the funds of the Charity. There were no related party transactions in the year (2021 - £Nil).

Plans for future periods

A review of the tuition fees has been completed, which will result in an increase to the cost of the lessons and the rates paid to tutors, and has also included a revision to the structure and frequency of the Direct Debit payments made by parents. The changes will be implemented as of 1st September 2022.

Approved by order of the members of the board of Trustees on 22 March 2023 and signed on their behalf by:



**M Byrne**  
Trustee



**S Mercer**  
Trustee

**The Music For Schools Foundation**  
**(A Company Limited by Guarantee)**

**Independent Examiner's Report**  
**For the Year Ended 31 August 2022**

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**Independent Examiner's Report to the Trustees of The Music For Schools Foundation ('the Charity')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 August 2022.

**Responsibilities and Basis of Report**

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent Examiner's Statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

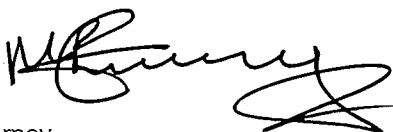
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:



Dated: 22 March 2023

Mark Gurney

FCCA

**Dains Audit Limited**

Birmingham



The Music For Schools Foundation  
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)  
For the Year Ended 31 August 2022

	Note	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>				
Donations and legacies	3	830	830	14,502
Charitable activities	4	296,632	296,632	309,245
Investments	5	39	39	-
Other income	6	-	-	5,842
<b>Total income</b>		<b>297,501</b>	<b>297,501</b>	<b>329,589</b>
<b>Expenditure on:</b>				
Charitable activities	7	390,256	390,256	362,138
<b>Total expenditure</b>		<b>390,256</b>	<b>390,256</b>	<b>362,138</b>
<b>Net movement in funds</b>		<b>(92,755)</b>	<b>(92,755)</b>	<b>(32,549)</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		139,099	139,099	171,648
Net movement in funds		(92,755)	(92,755)	(32,549)
<b>Total funds carried forward</b>		<b>46,344</b>	<b>46,344</b>	<b>139,099</b>

The notes on pages 9 to 17 form part of these financial statements.

The Music For Schools Foundation  
(A Company Limited by Guarantee)  
Registered number: 03466442

Balance Sheet  
As at 31 August 2022

	Note	2022 £	2021 £
<b>Current assets</b>			
Debtors	12	25	2,436
Cash at bank and in hand		62,687	173,034
		<u>62,712</u>	<u>175,470</u>
Creditors: amounts falling due within one year	13	(16,368)	(36,371)
<b>Net current assets</b>		<u>46,344</u>	<u>139,099</u>
<b>Total net assets</b>		<u><u>46,344</u></u>	<u><u>139,099</u></u>
<b>Charity funds</b>			
Unrestricted funds	14	46,344	139,099
<b>Total funds</b>		<u><u>46,344</u></u>	<u><u>139,099</u></u>


The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

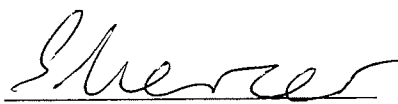
The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 22 March 2023 and signed on their behalf by:

  
M Byrne  
Trustee

  
S Mercer  
Trustee

The notes on pages 9 to 17 form part of these financial statements.

**1. General information**

The Music for Schools Foundation is a charitable company incorporated in England and Wales under the Companies Act and registered with the Charity Commission in England and Wales. The address of the registered office is given in the reference and administrative information of these financial statements. The nature of the charity's operations and principal activities are given in the Trustees' Report.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Music For Schools Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**2.3 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

**2. Accounting policies (continued)**

**2.3 Expenditure (continued)**

All expenditure is inclusive of irrecoverable VAT.

**2.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.5 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.6 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.7 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**2.8 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.9 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the Year.

**2.10 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

Notes to the Financial Statements  
For the Year Ended 31 August 2022

3. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	830	830	2,885
Government grants	-	-	11,617
	<u>830</u>	<u>830</u>	<u>14,502</u>

The Charity has been eligible to claim from the government support schemes in response to the COVID-19 outbreak. The Charity furloughed certain staff under the Coronavirus Job Retention Scheme (CJRS) during the year ended 31 August 2021. The funding received of £11,617 related to claims made in respect of that year. No claims were made and no such funding was received in the year ended 31 August 2022.

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Teaching income	293,727	293,727	301,545
Examination fees	2,905	2,905	7,700
	<u>296,632</u>	<u>296,632</u>	<u>309,245</u>

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest receivable	39	39	-
	<u>39</u>	<u>39</u>	<u>-</u>

6. Other incoming resources

	Total funds 2022 £	Total funds 2021 £
Surplus on disposal of tangible fixed assets	-	5,842

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Teaching related costs	386,314	386,314	352,781
Exam fees	3,942	3,942	9,357
	<u>390,256</u>	<u>390,256</u>	<u>362,138</u>

8. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £
Teaching related costs	264,951	121,363	386,314
Examination fees	3,942	-	3,942
	<u>268,893</u>	<u>121,363</u>	<u>390,256</u>

8. Analysis of expenditure by activities (continued)

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £
Teaching related costs	234,577	118,204	352,781
Examination fees	9,357	-	9,357
	<u>243,934</u>	<u>118,204</u>	<u>362,138</u>

Analysis of direct costs

	Teaching related costs 2022 £	Exam fees 2022 £	Total funds 2022 £
Staff costs	77,524	-	77,524
Teaching expenses	159,327	3,942	163,269
Postage and stationery	255	-	255
Sundry expenses	672	-	672
Advertising	3,078	-	3,078
Travel expenses	18,038	-	18,038
Bank charges	488	-	488
Credit card charges	4,473	-	4,473
Repairs and maintenance	356	-	356
Exhibition expenses	740	-	740
	<u>264,951</u>	<u>3,942</u>	<u>268,893</u>

Notes to the Financial Statements  
For the Year Ended 31 August 2022

8. Analysis of expenditure by activities (continued)

Analysis of direct costs (continued)

	Teaching related costs 2021 £	Exam fees 2021 £	Total funds 2021 £
Staff costs	76,173	-	76,173
Teaching expenses	147,990	9,357	157,347
Postage and stationery	409	-	409
Sundry expenses	15	-	15
Advertising	569	-	569
Travel expenses	4,330	-	4,330
Credit card charges	5,091	-	5,091
	<u>234,577</u>	<u>9,357</u>	<u>243,934</u>

Analysis of support costs

	Teaching related costs 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	17,552	17,552	11,187
Professional charges	15,540	15,540	17,143
General administration	83,996	83,996	85,734
Governance costs	4,275	4,275	4,140
	<u>121,363</u>	<u>121,363</u>	<u>118,204</u>

9. Independent examiner's remuneration

	2022 £	2021 £
Fees payable to the Charity's independent examiner inclusive of irrecoverable VAT	<u>4,275</u>	<u>4,140</u>



The Music For Schools Foundation  
(A Company Limited by Guarantee)

Notes to the Financial Statements  
For the Year Ended 31 August 2022

10. Staff costs

	2022 £	2021 £
Wages and salaries	91,186	83,760
Social security costs	2,072	2,069
Pension costs	1,818	1,531
	<u>95,076</u>	<u>87,360</u>

The average number of persons employed by the Charity during the year was as follows:

	2022 No.	2021 No.
Average employees	<u>4</u>	<u>5</u>

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits received by key management personnel for their services was £95,076 (2021 - £87,360).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 August 2022, no Trustee expenses have been incurred (2021 - £NIL).

12. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	25	2,436
	<u>25</u>	<u>2,436</u>

Notes to the Financial Statements  
For the Year Ended 31 August 2022

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Other creditors	-	310
Accruals and deferred income	16,368	36,061
	<u>16,368</u>	<u>36,371</u>
	2022 £	2021 £
Deferred income at 1 September 2021	32,041	49,721
Resources deferred during the year	12,093	32,041
Amounts released from previous periods	(32,041)	(49,721)
	<u>12,093</u>	<u>32,041</u>

Deferred income consisted of lessons paid for in advance of delivery.

14. Statement of funds

Statement of funds - current year

	Balance at 1 September 2021 £	Income £	Expenditure £	Balance at 31 August 2022 £
<b>Unrestricted funds</b>				
General funds	139,099	297,501	(390,256)	46,344

Statement of funds - prior year

	Balance at 1 September 2020 £	Income £	Expenditure £	Balance at 31 August 2021 £
<b>Unrestricted funds</b>				
General funds	171,648	329,589	(362,138)	139,099

**15. Pension commitments**

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension costs charge represents contributions payable by the Charity to the fund and amounted to £1,818 (2021 - £1,531). There was no balance outstanding at the balance sheet date (2021 - £Nil).

**16. Members' liability**

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he/she ceases to be a member.

**17. Related party transactions**

The Charity has not entered into any related party transactions during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 August 2022.

**18. Controlling Party**

At 31 August 2022, the Trustees considered there to be no ultimate controlling party.