



# Trustees' Annual Report for the period

Period start date		Period end date		
From	1 August 2022	To	31 July 2023	

## Section A Reference and administration details

Charity name Friends of Havering Music School

Other names charity is known by FoHMS

Registered charity number (if any) 1121215

Charity's principal address FoHMS c/o Havering Music School

The Walk

Hornchurch

Postcode RM11 3TL

### 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	Sean Phiri	Chair		
2	Patricia Clark			
3	Marion Overy			
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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)**

Michael Overy - Treasurer

## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	NCPTA Model Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	FoHMS is run by unpaid volunteers. Trustees and officers are appointed or reappointed at Annual General Meetings that are open to all current volunteers.

**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.

Havering Music School is the specialist music service for the London Borough of Havering and the lead organisation for the Havering Music Education Hub.

The Friends of Havering Music School (FoHMS) was created in 2006 by parents/guardians of children studying there at that time with the aim of supporting the Music School and its students.

All funding requests are subject to approval by the FoHMS trustees and disbursements are dependent on the presentation of invoices or receipts.

## Section C Objectives and activities

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

Our objectives are to advance the education of children and adults studying at the Havering Music School by providing equipment, facilities and financial support and to make music tuition available to more people within the London Borough of Havering, especially young people whose lives may be enriched by the experience.



**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)**

Funding the purchase, maintenance, repair or installation of musical instruments. Funding the purchase of other music related equipment and sheet music for Music School ensembles.

Sponsorship to help students in need to continue their studies at the Music School and (occasionally) grants to help students continue their music tuition after leaving the Music School.

Funding activities and initiatives to encourage young people across the London Borough of Havering to take an interest in music making and music studies.

In planning our activities and when considering requests for funding the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**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 April, £37,681 was donated to our general fund following the closure of the Havering Schools Music Association (HSMA). In return it was agreed that FoHMS in conjunction with Havering Music School would continue to support the HSMA's objective to encourage and facilitate musical activities within and between all schools and education centres in the London Borough of Havering. To this end, a committee has been set up by the Music School including representatives from local primary and secondary schools which together with FoHMS will develop a programme of activities going forward, accounted for under the category 'Music for Schools'.

We are entirely reliant on volunteers and are grateful for everything they do. We value the good working relationship we have with Music School staff in pursuit of our objectives as a charity and are grateful for their help in facilitating the Saturday Tuck Shop (see Section E).

**Summary of the main achievements of the charity during the year**

In accordance with our objectives we funded the following items:

£903 for the purchase of ten DJ decks, mainly used at the Music School's Wednesday DJ Club and Summer School sessions. Two of the decks were situated at local libraries to provide wider public access.

£3,320 for the purchase of 12 month unlimited access licences from Play Virtuoso for eight Havering Secondary Schools, providing access to 300+ hours of video courses from professional producers, DJs and songwriters covering modern music making techniques. This was a one-off purchase made on the understanding that the schools concerned would be responsible for then renewing their licences and at the time of writing we understand that at least six schools intend to renew for a further 12 months.

£384 for the purchase of 31 violin bows of various types, £462 for the refurbishment of a grand piano donated to the Music School and £183 for the purchase of sheet music.

£5,400 was provided to the Music School to cover the initial costs of staging a two day Junior School Singing Festival at the Queen's Theatre, Hornchurch in June. This was a continuation of the festivals previously organised by the HSMA prior to the Covid pandemic. We anticipate that after ticket sales have been taken into account and VAT has been recovered, a modest surplus will be generated to help fund further Music for Schools initiatives in future periods.

£1,206 was spent on subsidising Music School lessons for five students for varying periods over the 2022/23 school year. The students concerned came from families who were experiencing financial difficulties and we were pleased to be able to help them continue their music studies.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Part of our general fund is held by the Churches, Charities and Local Authorities (CCLA) Investment Management Ltd. These funds are held in an interest bearing account.

### 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.

Our principal source of funds are:

1. Donations, including those from individuals, charity fund raising organisations such as the PayPal Giving Fund and from cash collections at events such as Music School concerts.
2. A Tuck Shop run by volunteers at the Saturday Music School sessions providing refreshments for students and their parents/guardians. The Tuck Shop is financially self-sufficient with the income from sales fully covering the cost of stock. Any surpluses are used to support our charity objectives with £1,748 contributed to our funds from a turnover of £5,562 over this reporting period

## Section F

## Other optional information

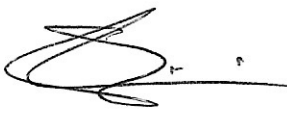

The large donation from the HSMA increased our total income over this reporting period to £44,531. As a result, this period's accounts require an independent examination. Total income over previous accounting periods has ranged from £3,998 to £12,841 and is expected to return to these levels from the next period onwards.

## 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)	Sean Phiri	Marion Overy
Position (eg Secretary, Chair, etc)	Chair	
Date	12/3/2024	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Friends of Havering Music School

1121215

## Receipts and payments accounts

CC16a

For the period  
from

01 August 2022

To

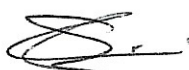
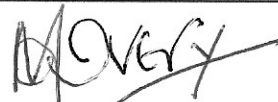
31 July 2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Tuck Shop Sales	5,562	-	-	5,562	4,737
Other Sales of Goods	-	-	-	-	30
Donations	38,533	-	-	38,533	1,994
Fundraising	-	-	-	-	-
Music for Schools	-	-	-	-	-
CCLA Account Interest	436	-	-	436	41
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>44,531</b>	<b>-</b>	<b>-</b>	<b>44,531</b>	<b>6,802</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>44,531</b>	<b>-</b>	<b>-</b>	<b>44,531</b>	<b>6,802</b>
<b>A3 Payments</b>					
NCPTA (Parentkind) subscription	140	-	-	140	116
Equipment / Music	1,087	-	-	1,087	721
Musical Instruments	846	-	-	846	910
Tuck Shop Stock	3,452	-	-	3,452	2,720
Music for Schools	8,720	-	-	8,720	-
Bursaries	1,206	-	-	1,206	1,836
Miscellaneous	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>15,451</b>	<b>-</b>	<b>-</b>	<b>15,451</b>	<b>6,303</b>
<b>A4 Asset and investment purchases. (see table)</b>					
None	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>15,451</b>	<b>-</b>	<b>-</b>	<b>15,451</b>	<b>6,303</b>
<b>Net of receipts/(payments)</b>	<b>29,080</b>	<b>-</b>	<b>-</b>	<b>29,080</b>	<b>499</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>22,017</b>	<b>-</b>	<b>-</b>	<b>22,017</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>51,097</b>	<b>-</b>	<b>-</b>	<b>51,097</b>	<b>499</b>



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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	NatWest Bank Account	35,079	-	-
	CCLA Charities Deposit Fund	15,200	-	-
	Bank Notes and Coins	818	-	-
	<b>Total cash funds</b>	<b>51,097</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None		-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	 	Sean Phiri  Marion Overy	12/03/2024  12/03/2024	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Friends of Havering Music School (aka FoHMS)

On accounts for the year  
ended

31 July 2023

Charity no  
(if any)

1121215

Set out on pages

1 to 2 plus associated documents

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2023.

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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date: 18/04/2024

Name: Peter Fanning

Relevant professional  
qualification(s) or body  
(if any):

None but I served as the CEO of the Chartered Institute of Taxation, a large charity, for 10 years and prior to that, I was an Accounting Officer and Principal Finance Officer in the civil service within the HM Treasury Group.

Address:

65 Bushwood, Leytonstone, London E11 3BW.



**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

None