

THE VOICE PROJECT LIMITED

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

**REGISTERED IN ENGLAND AND WALES
COMPANY NO. 06571713**

THE VOICE PROJECT LIMITED

COMPANY NUMBER	06571713 (ENGLAND AND WALES)
MANAGEMENT COMMITTEE	J.P.A. BAKER S.E. CROOSE
SECRETARY	S.E. CROOSE
REGISTERED OFFICE	90 UPPER ST GILES STREET NORWICH NORFOLK NR2 1LT
REGISTERED CHARITY NUMBER	1127925
REPORTING ACCOUNTANT	ACCOUNTANCY 121 56 ST WILLIAMS WAY THORPE ST ANDREW NORWICH NR7 0AP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE VOICE PROJECT LIMITED

I report on the accounts of the company for the year ended 31st March 2022, which are set out on pages 1 to 5.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:-

- examine the accounts under section 43 of the 1993 Act;
to follow the procedures laid down in the general Directions given by the Charity Commission
- under section 43 (7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 you as trustees 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 section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

ACCOUNTANCY 121
56 ST WILLIAMS WAY
NORWICH
NR7 0AP

THE VOICE PROJECT LIMITED

REPORT OF THE DIRECTORS

The Directors present their annual report and accounts for the year ended 31st March 2022.

PRINCIPAL ACTIVITY

The principal activity of the company is to advance the education of the public in the arts and to promote health through involvement in health activity.

DIRECTORS

The Directors who served during the year were:-

J.P.A. Baker
S.E. Croose

STATUS

The company is limited by guarantee and does not have a share capital.
The company is a registered charity.

In preparing the above report, the Directors have taken advantage of special exemptions applicable to small companies.

SIGNED ON BEHALF OF THE BOARD
OF DIRECTORS:

.....
J.P.A. BAKER
DIRECTOR

Approved by the Board: 6th July 2022

THE VOICE PROJECT LIMITED

Balance Sheet - 31st March 2022

	Notes	2022	2021
Fixed Assets			
Tangible Assets	2	3,393	5,090
Current Assets			
Debtors and Prepayment		360	359
Cash at Bank and in Hand		9,343	39,094
		<hr/>	<hr/>
		9,703	39,453
		<hr/>	<hr/>
Creditors: Amounts falling due within one year			
Creditors and Deferred Income		11,592	30,616
		<hr/>	<hr/>
Net Current (Liabilities)/Assets		(1,889)	8,837
		<hr/>	<hr/>
Net Assets		£ 1,504	£ 13,927
		<hr/>	<hr/>
Financed by:-			
Profit and Loss Account	10	£ 1,504	£ 13,927
		<hr/>	<hr/>

For the year ending 31st March 2022 the company was entitled to an exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' Responsibilities:

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

The Directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Signed on behalf of the
Board of Directors:

.....
JPA Baker
Director

Approved by the Board: 6th July 2022

The Notes on pages 3 to 5 form part of these Accounts

THE VOICE PROJECT LIMITED

Statement of Financial Activities for the year ended 31st March 2022

	Notes		2021/22		2020/21
		Unrestricted Funds	Restricted Funds	Total Funds	
Income and Expenditure					
Incoming Resources					
Ticket Sales (Event Income)		570	-	570	1,104
Participant Fees and Courses		13,913	-	14,295	32,541
Grants (Trusts and Foundations) 1d		23,995	-	23,995	81,705
Commission Fees		34,940	-	34,940	-
Donations		3,333	-	3,333	9,248
CD Sales and Downloads		1,374	-	1,374	-
Total Incoming Resources		78,125	-	78,125	124,598
Resources Used					
Direct Charitable Expenditure					
Artist Fees and Casual Labour		28,434	-	28,434	23,377
Commission Fees		728	-	728	12,500
Project Facilitation		952	-	952	20,116
Directors' Fees		22,750	-	22,750	16,950
Production, Film & Stage Management		1,250	-	1,250	6,000
Fundraising		-	-	-	1,000
Merchandise Costs -Recording Choir CDs		645	-	645	-
Travelling, Accommodation & Subsistence		8,327	-	8,327	30
		63,086	-	63,086	79,943
Other Expenditure					
Administration and Management	3	25,765	-	25,765	30,633
Depreciation	2	1,697	-	1,697	1,697
		27,462	-	27,462	32,330
Total Resources Used		90,548	-	90,548	112,273
Net Incoming Resources		(12,423)	-	(12,423)	12,325
Balances brought forward as at 1st April 2021					
		13,927	-	13,927	1,602
Balances carried forward as at 31st March 2022					
		£ 1,504	-	£ 1,504	£ 13,927

The Notes on pages 3 to 5 form part of these Accounts

THE VOICE PROJECT LIMITED

Notes to the Accounts for the year ended 31st March 2022

1. Accounting Policies

- (a) **Basis of Accounting**
The accounts have been prepared under the historical cost accounting convention and in accordance with the Financial Reporting Standard for Smaller Entities and incorporate the results of the principal activity which is described in the Directors' Report and which is continuing.
- (b) **Cash Flow**
The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash Flow Statements".
- (c) **Depreciation**
Depreciation is calculated to write down the cost of all tangible fixed assets, over their estimated useful lives at the following annual rate:-
- | | |
|------------------|----------------------|
| Office Equipment | 25% reducing balance |
|------------------|----------------------|
- (d) **Grants and Sponsorships**
Grants and Sponsorships are credited to the Profit and Loss account in accordance with the accruals concept.
- (e) **Unrestricted Funds**
These are funds available to the charity for its general purposes, and use of such funds remains at the discretion of the charity's management committee.
- (f) **Restricted Funds**
These are funds subject to the conditions proposed by the donor or by the specific terms of the appeal under which the funds are realised.

2. Tangible Assets

	Office Equipment	Total
Cost - 31.03.2021	8,498	8,498
Additions	-	-
	<hr/>	<hr/>
Cost - 31.03.2022	8,498	8,498
	-----	-----
Depreciation - 31.03.2021	3,408	3,408
Charge in the year to 31.03.2022	1,697	1,697
	<hr/>	<hr/>
Depreciation - 31.03.2022	5,105	5,105
	-----	-----
Net Book Value - 31.03.2021	5,090	5,090
	<hr/>	<hr/>
Net Book Value - 31.03.2022	3,393	3,393

THE VOICE PROJECT LIMITED

Notes to the Accounts for the year ended 31st March 2022

3. Administration and Management

	2022	2021
Room and Venue Hire	421	314
Coordinator and Administrator Fees	6,964	13,934
Bookkeeping & Accounting Fees	1,974	1,800
Organisational Development	10,800	4,825
Insurance	479	435
Marketing & Promotion	112	5,550
Web Maintenance and IT Costs	3,838	1,764
Repairs and Renewals- Equipment	510	-
Bank Charges	5	-
Hire of Equipment	-	486
Sundry	349	1,063
Stationery, Postage and Office Consumables	313	432
	<hr/>	<hr/>
	£ 25,765	£ 30,633
	<hr/>	<hr/>

4. Surplus on Ordinary Activities is stated after Charging:-

	2022 £	2021 £
Depreciation - Owned Assets	1,697	1,697
Directors' Remuneration	-	-
	<hr/>	<hr/>

5. Taxation

The company is a registered charity and is not subject to Corporation Tax.

6. Creditors Due within one year

	2022	2021
Deferred Income	8,560	-
Creditors	3,032	30,616
	<hr/>	<hr/>
	£ 11,592	£ 30,616
	<hr/>	<hr/>

7. Contingent Liabilities

There were no Contingent Liabilities

8. Capital Commitments

At the end of the financial period the Directors have neither contracted for nor authorised the commitment of any capital expenditure.

THE VOICE PROJECT LIMITED

Notes to the Accounts for the year ended 31st March 2022

9. Company Status

The company is limited by guarantee and does not have a share capital.

10. Profit and Loss Account

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Balance at 1 st April 2021	13,927	-	13,927	1,602
Surplus/(Deficit) for the year	(13,923)	1,500	(12,423)	12,325
	_____	_____	_____	_____
Balance at 31 st March 2022	£ 4	£ 1,500	£ 1,504	£ 13,927
	_____	_____	_____	_____

The Voice Project

Directors' report for the year to 31 March 2022

The Voice Project is an innovative organisation based in Norfolk, working locally, regionally and nationally. It has been creating large-scale, site-responsive performances since 2008, although the directors have worked together since 2003, premiering adventurous new choral works with open-access choirs. We produce award-winning work (voted for by the people of Norfolk) engaging communities and inspiring audiences, in partnership with key arts organisations. Each participant – from the experienced performer to the complete beginner – is invited into the process of making a new piece of choral theatre.

Our mission is to include and inspire, using the human voice as a starting point for collective acts of creative wonder and meaning. Post-pandemic, these offerings have increased in range and include creative writing, movement and film-making; we are committed to sustaining and developing our organisation in order to achieve this. We run a programme of public performance projects and open-access music education workshops, as well as an associate artist community which employs and promotes the work of 10 other artists. We have managed to maintain a successful programme despite covid restrictions.

Every project is built around a choir of up to 150 singers with a team of professionals - singers, instrumentalists, choreographers, set, sound and lighting designers – all involved in an intensive process of rehearsal, resulting in the premiere of a new piece. The community is key, and regardless of geography, we see project participants returning to take part, either in person or now online.

We have learned a huge amount by collaborating with composers and musicians of international reputation including Barbara Thompson, Jon Hassell, Nik Bärtsch, Denis Rollins, Gwilym Simcock, Arve Henriksen. We now create all our work in house with our highly experienced team, while inviting new guest artists and collaborators to join us for each project.

Organisational development

Since working with Jo Marsh from Winster Marsh, we have refined our systems to create a new funding and business plan. Our Project Coordinator Steph Potts has been working on course and project bookings, marketing, social media and day-to-day book-keeping. Steph has also been working closely with freelance web designer George Payne from Designed by George to create a brand new website for the organisation which launched in 2022.. Steve Forster has been working with us on marketing and PR. Sal Pittman and Nathan Clarke have worked on filming and editing *The Distance Between Us*. Our financial management systems have worked to manage effectively all the variations in income, expenditure and cash flow. Joseph Nemeth has been employed as financial consultant/accountant.

Funding

We had to devise a way of using recording choir money by creating a new online recording project in September 2021. We had two successful funding bids. We received Cultural Recovery support of £25,000, plus a successful Arts Council Project Grant of £17,250. Added to the previous years' participants fees, these ensured that the organisation was able to offer a comprehensive programme, provide work for our associate artists and core team and undertake some really important development work and upgrade equipment.

The challenge for the coming year will be to maintain this level of support and continue to find new sources of revenue.

Sponsorship/Charitable giving/Support in kind

We have had generous donations from individuals as well as support in kind from local partners, Norwich Arts Centre and charitable support from the Leche Trust. We have continued to offer a

donation rate that participants can pay when signing up to a project and this has been a successful part of our fundraising strategy.

The Distance Between Us

This is a film chronicle of autumn/winter 2020/21 that engaged over 150 community participants from across the UK over 6 months. As a sequel to *Arc of the Sky* it focused on how we spent our time during the second lockdown period. We included sessions with poet Esther Morgan and dancer/choreographer Dane Hurst, as part of the programme of activities we provided for the choir. We compiled, edited, recorded and mixed the film from April to June. *The Distance Between Us* was entered for the Richmond Virginia International Film Festival where it won a Best in show award in the experimental shorts category. The film was screened at Norwich Arts Centre in October 2021 with some live singing from the soloists.

Highland Choral

In early 2020 we were approached by Ben Robinson, a director of the PR firm Proud Robinson, to recruit a small choir and make a musical arrangement of a traditional folk song for the launch of a new Scotch whisky brand for the firm Diageo. Ben had seen the Voice Project's *Arms of Sleep* at the Brighton Festival in 2018 and wanted us to create a promenade piece for the brand launch in front of a live audience. As negotiations continued and the pandemic hit, plans were changed and it was decided that the launch would take the form of a film live-streamed from the Scottish highlands. This took place in May 2021 with a small group of singers in Brora on the north-east coast of Scotland. Travel and accommodation was arranged by Steph Potts and the stage manager was Alex Lingford.

The Recording Choir

This was re-launched as an online project in September 2021. This Norwich and Brighton-based project had been suspended due to the pandemic. Recordings were recorded and submitted online by individual participants. These were pieced together and mixed. The resulting CD, *The World on Either*

Side, was produced mid December 2021 and has been well-received.



Open Voices

In January and February, we ran these courses online and subsequently a Harmony singing workshop live in the Friends Meeting House which brought people back to singing offline. We have continued to develop our online/digital offer, with free daily warm-ups as well as paid skills classes. Take-up is UK wide.

Arc of the Sky

Originally intended as a live performance project, the pandemic meant we decided to reimagine *Arc of the Sky* as a film. From March 2022, and funded by the Arts Council Project Grant, we were able to make a live show at Blythburgh Church with the Norfolk/Suffolk participants and at Alfriston Church with the Brighton participants. Many

singers from Brighton took part in the Blythburgh show and vice versa. And singers who had rehearsed online came to perform in Blythburgh.

Each member of the group was invited to contribute original material, supported by expert artists, but with a creative licence that was born out of the circumstances we found ourselves in. The choir members became storytellers, filmmakers, and designers. Feedback from many of the group confirmed that people realised creative potential they didn't know they had, and the project encouraged them to continue to practise these new-found skills.

We believe that our project contributed significantly to the lives of all its participants, in both professional and community terms. Accounts of the huge impact *Arc of the Sky* had, from the regular inspiring and supportive contact it provided, the exploration and acquisition of new creative skills and the expression and production of meaningful art, assure us that this work is vital and its provision essential.

'It has reduced my sense of isolation and increased my access to creative arts, singing and keeping connected.' (choir member)

We have continuity and evolution in our community: some people have been in every project, new members join each time, and online our choir is now nationwide, bringing people together from across the country to create together.

Future plans

We applied successfully to Caravan Assemble at the Brighton Festival; its preparation enabled us to meet international mentors with a view to take the Voice Project to international venues and audiences.

We will continue to offer opportunities for live singing in projects and courses while also keeping an online component to the organisation. Through the pandemic we have proved that the organisation can be flexible and adaptable.

Participants and audience

Working online has offered us the possibility of extending our reach, nationally and internationally, and has brought us opportunities and connections that we would previously miss. As we return to in-person activity over the next few months, we aim to maintain these and expand the project's scope.

As the Voice Project evolves, its singers have the opportunity to contribute and develop a whole range of skills and are becoming more involved in the creative process.

Conclusion

Despite the challenges we, and everyone, have faced over the 12-month period, we are really proud of the work we have produced and the connection we have maintained with our creative team, community of singers and audience members and supporters. We have strengthened our ties with the Brighton Voice Project Choir. We have fundraised successfully, worked with new artists, created a new website, committed to increasing the diversity of the organisation and developed an exciting programme for the future.

As a company, we are committed to continuing to provide innovative, life-enhancing creative adventures for our community - a community that expands, evolves and develops with each work of art we produce.

Sian Croose and Jonathan Baker
Directors – The Voice Project
OCTOBER 2022