

# SHEFFIELD JAZZ

England & Wales · Charity number 1130936

## Details

---

Status	Registered
Legal form	Charitable company
Company number	<a href="#">06771444</a>
Registered	2009-08-03
Register	<a href="#">View on the Charity Commission register</a>

## Contact

---

Address	The Circle 33 Rockingham Lane Sheffield S1 4FW
Phone	0114 253 6600
Email	<a href="mailto:admin@sheffieldjazz.org.uk">admin@sheffieldjazz.org.uk</a>
Website	<a href="http://www.sheffieldjazz.org.uk">www.sheffieldjazz.org.uk</a>

## Activities

---

**Objects:** THE CHARITY'S OBJECTS (THE OBJECTS) ARE TO PROMOTE, MAINTAIN, IMPROVE AND ADVANCE EDUCATION FOR THE PUBLIC BENEFIT BY ENCOURAGING AND FOSTERING UNDERSTANDING, KNOWLEDGE, APPRECIATION AND DEVELOPMENT OF MUSIC AND THE ARTS AND IN PARTICULAR, JAZZ.

**Activities:** Sheffield Jazz' objects are to promote, maintain, improve and advance education for the public benefit by encouraging and fostering understanding, knowledge, appreciation and development of music, the arts, and in particular jazz, by running concerts and putting on workshops. Sheffield Jazz is run on an entirely voluntary basis.

## Classification

---

- **How:** Provides Services
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL
- Barnsley
- Derbyshire
- Doncaster
- Nottinghamshire
- Rotherham
- Sheffield City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£80,195	£74,337	-	-
2024-03-31	£60,743	£58,833	-	-
2023-03-31	£58,053	£58,380	-	-
2022-03-31	£44,977	£46,297	-	-
2021-03-31	£5,390	£5,188	-	-

## Trustees

Name	Role	Appointed
Dr Stella Mascarenhas-Keyes		2025-04-17
Dr TAMORA DAVINA JAMES		2022-02-15
JEREMY MATTHEWS		2012-06-07
Simon Perryman		2019-01-11

**SHEFFIELD JAZZ**

England & Wales - Charity number 1130936

---

# Accounts

---

**Company registration number: 06771444**

**Charity registration number: 1130936**

**Sheffield Jazz**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2025**

## Sheffield Jazz

### Contents

	<b>Page</b>
Legal and administrative information	1
Trustees' annual report	2 - 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Notes to the accounts	10 - 14

## **Sheffield Jazz**

### **Legal and administrative information For the year ended 31 March 2025**

#### **Directors/Trustees**

Celia Cashman	Resigned 12 November 2024
Paul Thomas	Resigned 22 January 2025
Jeremy Matthews	
Roy Saxby	
Simon Perryman	
Tamora James	
Sean McGonagle	Resigned 10 September 2024
Brian Paget	Resigned 10 September 2024
Stella Mascarenhas-Keyes	Appointed 17 April 2025

#### **Registered office**

The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

#### **Accountants**

Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2025**

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

#### **Structure, governance and management**

Sheffield Jazz (6771444) was incorporated on 11 December 2008 and registered as a charity on 3 August 2009 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered charity (Charity number 1130396). It has no share capital and the liability of each member in the event of winding-up is limited to £10. Overall management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the memorandum and articles of association. Day to day project activity is carried out by volunteers.

#### **Objectives and activities**

The charity's objects are to promote, maintain, improve and advance education for the public benefit by encouraging and fostering understanding, knowledge, appreciation and development of music, the arts and, in particular, jazz.

Sheffield Jazz aims to bring the best of national and international jazz to the city, providing opportunities for people from all backgrounds in the Sheffield City Region and throughout Yorkshire, to hear and learn from some of the greatest of current artists.

#### **Summary of main achievements during the period**

A very successful year saw generally large audiences attending our concerts in all our usual venues and we benefited from our public's continuing enthusiasm for live music. A wide-ranging programme of 20 concerts during the year included a wide range of musical styles from a solo piano concert by Fergus McCreadie to the 15-piece Efpi All Star Orchestra.

Spring '24 concerts were by bands led by Clark Tracey, Matt Carmichael, Trish Clowes/Ross Stanley, Emma Rawicz and Tony Kofi.

Autumn '24 concerts were by Adam Glasser, Tori Freestone/Alcyona Mick, Tom Ollendorf/Will Vinson, Barry Green, Fergus McCreadie, John Stowell/Jamie Taylor, Ben Cottrell (Efpi), John Etheridge (Soft Machine), Empirical/Jason Rebello.

Spring '25 concerts were by; Tommy Smith/Gwilym Simcock, Dave O'Higgins (Monkin' Around), Sultan Stevenson, Elchin Shirinov, Gareth Lochrane, Hejira and Grande Familia.

## Sheffield Jazz

### Trustees' annual report For the year ended 31 March 2025

#### Summary of main achievements during the period (continued)

A particular highlight was our 50<sup>th</sup> anniversary concert where we brought two bands to the Crucible main stage in May 2024. A quartet led by Emma Rawicz was followed by a Tony Kofi quartet playing the music of Monk. This concert had a record attendance of 711 people. Other notable audiences were 204 for Sultan Stevenson at Crookes Social Club, 355 for Empirical and Jason Rebello at the Crucible, 315 for Tommy Smith and Gwilym Simcock at the Crucible and 224 for Hejira at Crookes. In total, we enjoyed an average audience of 175 over the year as a whole.

Our finances have held up very well as a result of the increased popularity of our concert programme. We also enjoy continuing invaluable financial support from our Friends and we have therefore ended the financial year in an exceptionally strong financial position. This will both provide a good financial cushion and provide us with the opportunity to refresh our equipment and to cover the additional costs we are facing in running the club.

We have been able to attract a new Trustee, Dr Stella Mascarenhas-Keyes and 3 new volunteers to help to fill the gap left by the departure of two longstanding trustees, Celia Cashman and Paul Thomas who retired at the 2024 AGM. Sean McGonagle and Brian Paget had also stepped down as trustees in Autumn 2024. A bookkeeper was appointed and has maintained the accounts during 2024/25 but stepped down in Spring 2025. We have adjusted the responsibilities of trustees to ensure all roles and responsibilities continue to be fully covered. We shall however continue to look for further potential Trustees in order to maintain and develop our strength.

The Workshop has retained 5 regular groups and continues to attract new participants. The Workshop's financial position has continued to improve over the course of the year.

We continued to engage with and build on our local partnerships, including Jazz at the Lescar, and Sheffield University, and have explored new ways of diversifying our audience. We have supported refugees through free tickets to attend concerts and are exploring ways to improve links to young people in the City.

We are extremely grateful for the continuing generosity of our regular contributors through the Friends scheme, which helps us to maintain our stable position, and in general allows us to continue to feature lesser-known musicians and music, and to undertake new enterprises with some associated risk.

As ever, we are also immensely grateful for the hard work of the team of volunteers (ably led by Harvey Colman) who help to run the performances and without whom Sheffield Jazz would not be able to operate. We also greatly appreciate the help and support of our main collaborators: Crookes Social Club, Music in the Round (re gigs at the Crucible), and University of Sheffield (re gigs at Firth Hall).

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2025**

#### **Statement of compliance with public benefit requirements of the Charities Act 2011**

The Trustees have given due consideration to the guidance of the Charity Commission on the public Benefit requirement of the Charities Act 2011 in planning and delivering our programmes for this past year. We continue to give concessionary rates to people who might otherwise not be able to afford to come to Sheffield Jazz performances, including pensioners and people in receipt of benefits. In support of our education objective we offer concessions to young people, including students, and also to participants of the Saturday morning Jazz Workshops.

#### **Plans for the future**

The Trustees have reviewed their financial position in the light of the 2024/25 outturn, the level of the reserves and the prospects for the next few years. Successive years of better-than-anticipated audiences have meant that the reserves have risen significantly above the target level. In response we have raised band fees, increased fees to our Crookes venue, paid our excellent sound engineers more generously and have updated and upgraded some of our equipment. It remains the case that we operate in a sector where audiences can vary significantly from one season to another. However, we are confident that we have a robust but sufficiently flexible financial model which, together with the reserves we have built up, will enable us to continue to operate and achieve our goals.

Crookes Social Club, which continues to be very supportive, will remain our main venue. We will continue to use the space both for larger gigs and bands but also (when an acoustic piano is not required) for more intimate in-the-round performances on the floor of the hall. We will maintain our cost-sharing partnership with the University of Sheffield re gigs at Firth Hall and our collaboration with Music in the Round in respect of the Crucible Playhouse. We will also continue to work closely with our sister organisation, Jazz at the Lescar, in order to increase the range and diversity of the musical offer in Sheffield.

#### **The charity's policy on reserves**

Sheffield Jazz has no staff. Therefore, it needs reserves purely to:

- Replace equipment as it wears out
- Ensure the charity can continue to provide a stable and quality service to those who need it
- Meet contractual liabilities should the organisation have to close. This includes amounts due to creditors and commitments under contracts and leases
- Meet unexpected costs like breakdown of essential equipment and legal costs defending the charity's interest.
- Provide working capital when funding is paid in arrears and to place the charity in a position where it could bid for funding that may be paid in arrears
- Cope with the situation where, from time to time, charitable funding may have certain restrictions which mean that by law it must be held in a restricted reserve until it is spent in line with the funding agreement.

## Sheffield Jazz

### Trustees' annual report For the year ended 31 March 2025

#### The charity's policy on reserves (continued)

It is the Trustees' policy to hold cash reserves (net current assets) of £5,000-£6,000 and the accounts demonstrate that (as a result of continued better-than-anticipated audiences) the policy objective has been exceeded.

As at 31 March 2025 free reserves were £12,378 (2024: £9,208). The reserves target has therefore been met and an additional cushion secured which will stand us in good stead for the 2025/2026 financial year and beyond and enable us to refresh our equipment and cover the additional cost of a bookkeeper whom we will employ from summer 2024.

#### Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

**Sheffield Jazz**

**Trustees' annual report  
For the year ended 31 March 2025**

**Small companies' provision statement**

This report has been prepared in accordance with the special provisions relating to small companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on 11 November 2025 and signed on its behalf by:

*Simon Perryman*

S Perryman

## **Independent Examiner's report to the trustees of Sheffield Jazz ("the Company")**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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**

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 Company 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.

*S Cochrane*

Signed:

*Susan Cochrane FCA DChA*  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 12 Nov 2025

## Sheffield Jazz

### Statement of financial activities

(incorporating the income and expenditure account)

For the year ended 31 March 2025

	Notes	Unrestricted funds £	Restricted fund £	2025 Total £	Unrestricted funds £	Restricted fund £	2024 Total £
<b>Income from:</b>							
Grants and donations	<b>2a</b>	3,407	-	3,407	4,307	-	4,307
Charitable activities	<b>2b</b>	52,538	22,000	74,538	35,250	19,461	54,711
Other trading activities	<b>2c</b>	2,195	-	2,195	1,725	-	1,725
Interest received		55	-	55	-	-	-
<b>Total income</b>		<b>58,195</b>	<b>22,000</b>	<b>80,195</b>	<b>41,282</b>	<b>19,461</b>	<b>60,743</b>
<b>Expenditure on:</b>							
Raising Funds	<b>3a</b>	165	-	165	179	-	179
Charitable activities	<b>3b</b>	54,509	19,663	74,172	38,549	20,105	58,654
<b>Total expenditure</b>		<b>54,674</b>	<b>19,663</b>	<b>74,337</b>	<b>38,728</b>	<b>20,105</b>	<b>58,833</b>
<b>Net income/(expenditure)</b>		<b>3,521</b>	<b>2,337</b>	<b>5,858</b>	<b>2,554</b>	<b>(644)</b>	<b>1,910</b>
<b>Total funds brought forward</b>		<b>14,094</b>	<b>1,893</b>	<b>15,987</b>	<b>11,540</b>	<b>2,537</b>	<b>14,077</b>
<b>Total funds carried forward</b>		<b>17,615</b>	<b>4,230</b>	<b>21,845</b>	<b>14,094</b>	<b>1,893</b>	<b>15,987</b>

**Balance Sheet****As at 31 March 2025**

	Notes	2025 £	2024 £
<b>Fixed Assets</b>			
Tangible Assets	6	5,237	4,886
<b>Total fixed assets</b>		<u>5,237</u>	<u>4,886</u>
<b>Current Assets</b>			
Debtors	7	1,191	1,262
Cash at bank and in hand		<u>21,786</u>	<u>11,041</u>
<b>Total current assets</b>		<u>22,977</u>	<u>12,303</u>
Creditors: amounts falling due within one year	8	(6,369)	(1,202)
<b>Net current assets</b>		<u>16,608</u>	<u>11,101</u>
<b>Total assets less current liabilities</b>		<u>21,845</u>	<u>15,987</u>
Creditors: amounts falling due after one year		-	-
<b>Total net assets</b>		<u>21,845</u>	<u>15,987</u>
<b>Represented By</b>			
<b>FUNDS</b>			
Unrestricted income fund		17,615	14,094
Restricted income funds	10	4,230	1,893
<b>Total charity funds</b>	11	<u>21,845</u>	<u>15,987</u>

For the year ending 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors (trustees) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

Approved by the board on 11 November 2025 and signed on behalf of the board by:

*Simon Perryman*

S Perryman

**Notes to the financial statements  
For the year ended 31 March 2025**

**1 Accounting Policies**

**(a) Basis of preparation**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The financial statements have also adopted Charities SORP (FRS 102) Bulletin 1 and have taken the exemption not to prepare a cash flow statement.

The charity meets the definition of a public benefit entity as defined under FRS102.

The financial statements are presented in £ sterling which is the functional currency of the charity and rounded to the nearest £1.

**(b) Income**

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

**(c) Expenditure and liabilities**

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**(d) Fixed assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Equipment - 10% reducing balance

**(e) Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**(f) Trade debtors**

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

## Sheffield Jazz

### Notes to the financial statements (continued)

For the year ended 31 March 2025

#### 1 Accounting Policies (continued)

##### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

##### (h) Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transactions value and subsequently measured at their settlement value.

##### (i) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### (j) Taxation

As a charity, Sheffield Jazz is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

##### (k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### 2 Analysis of income

	Unrestricted Funds £	Restricted Funds £	2025 Total £	Unrestricted Funds £	Restricted Funds £	2024 Total £
<b>2a Grants, donations and legacies</b>						
Donations	2,862	-	2,862	3,418	-	3,418
Gift Aid	545	-	545	889	-	889
	<u>3,407</u>	<u>-</u>	<u>3,407</u>	<u>4,307</u>	<u>-</u>	<u>4,307</u>
<b>2b Charitable activities</b>						
Concert takings	52,538	-	52,538	35,250	-	35,250
Workshops	-	22,000	22,000	-	19,461	19,461
	<u>52,538</u>	<u>22,000</u>	<u>74,538</u>	<u>35,250</u>	<u>19,461</u>	<u>54,711</u>
<b>2c Other trading activities</b>						
Fundraising Income - CD and Book Sales/ Raffle	2,195	-	2,195	1,725	-	1,725
	<u>2,195</u>	<u>-</u>	<u>2,195</u>	<u>1,725</u>	<u>-</u>	<u>1,725</u>

## Sheffield Jazz

### Notes to the financial statements (continued)

For the year ended 31 March 2025

#### 3 Analysis of expenditure

	Unrestricted Funds £	Restricted Funds £	2025 Total £	Unrestricted Funds £	Restricted Funds £	2024 Total £
<b>3a Raising funds</b>						
Fundraising and related costs	165	-	165	179	-	179
	<u>165</u>	<u>-</u>	<u>165</u>	<u>179</u>	<u>-</u>	<u>179</u>
<b>3b Charitable activities</b>						
Band fees	40,316	-	40,316	26,819	-	26,819
Band expenses - regular gigs	106	-	106	298	-	298
Workshop tutor fees	-	15,300	15,300	-	15,570	15,570
Venue hire	3,083	4,250	7,333	3,640	4,375	8,015
Printing, artwork and website costs	-	-	-	339	-	339
Piano and equipment maintenance costs	2,884	-	2,884	3,216	-	3,216
Equipment depreciation	521	-	521	540	-	540
Support Costs (Note 3c)	7,599	113	7,712	3,697	160	3,857
	<u>54,509</u>	<u>19,663</u>	<u>74,172</u>	<u>38,549</u>	<u>20,105</u>	<u>58,654</u>
<b>3c Support Costs</b>						
Insurance and subscription costs	582	-	582	512	-	512
Administration costs (Inc. ticket booking fees)	6,276	113	6,389	2,531	160	2,691
Independent examination fee	741	-	741	654	-	654
	<u>7,599</u>	<u>113</u>	<u>7,712</u>	<u>3,697</u>	<u>160</u>	<u>3,857</u>

#### 4 Directors'/Trustees' remuneration and expenses

There were no expenses paid to the directors/trustees during the year (2024: £nil).

#### 5 Fees to independent examiner's organisation

	2025 £	2024 £
Fee for independent examination	<u>741</u>	<u>654</u>

There were no other fees payable to the independent examiner's organisation during the year.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2025

#### 6 Tangible fixed assets

	Equipment £	Total £
<b>Cost or valuation</b>		
Balance brought forward at 1 April 2024	15,428	15,428
Additions	872	872
Balance carried forward at 31 March 2025	<u>16,300</u>	<u>16,300</u>
<b>Accumulated Depreciation</b>		
Balance brought forward at 1 April 2024	10,542	10,542
Depreciation charge for the year	521	521
Balance carried forward at 31 March 2025	<u>11,063</u>	<u>11,063</u>
<b>Net book value</b>		
Net book value as at 31 March 2025	<u>5,237</u>	<u>5,237</u>
Net book value as at 31 March 2024	<u>4,886</u>	<u>4,886</u>

#### 7 Debtors

	2025 £	2024 £
Prepayments	1,191	1,262
	<u>1,191</u>	<u>1,262</u>

#### 8 Creditors falling due within one year

	2025 £	2024 £
Trade Creditors	2,975	-
Accruals	3,394	1,202
	<u>6,369</u>	<u>1,202</u>

#### 9 Related party transactions

Donations received from directors/trustees totalled £240 (2024: £540).

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2025

#### 10 Restricted funds

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	1,893	22,000	(19,663)	-	4,230
	<u>1,893</u>	<u>22,000</u>	<u>(19,663)</u>	<u>-</u>	<u>4,230</u>

#### Jazz workshops

Net income/ deficit generated by Jazz workshops is carried forward to be used against future workshop activities.

#### Prior year

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	2,537	19,461	(20,105)	-	1,893
	<u>2,537</u>	<u>19,461</u>	<u>(20,105)</u>	<u>-</u>	<u>1,893</u>

#### 11 Net assets by fund

	Unrestricted Funds	Restricted Funds	2025 Total
	£	£	£
Fixed assets	5,237	-	5,237
Net current assets	12,378	4,230	16,608
	<u>17,615</u>	<u>4,230</u>	<u>21,845</u>

#### Prior year

	Unrestricted Funds	Restricted Funds	2024 Total
	£	£	£
Fixed assets	4,886	-	4,886
Net current assets	9,208	1,893	11,101
	<u>14,094</u>	<u>1,893</u>	<u>15,987</u>

**SHEFFIELD JAZZ**

England & Wales - Charity number 1130936

---

# Accounts

---

**Company registration number: 06771444**  
**Charity registration number: 1130936**

**Sheffield Jazz**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2024**

## Sheffield Jazz

### Contents

	<b>Page</b>
Legal and administrative information	1
Trustees' annual report	2 - 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Notes to the accounts	10 - 14

## **Sheffield Jazz**

### **Legal and administrative information For the year ended 31 March 2024**

#### **Directors/Trustees**

Celia Cashman

Paul Thomas

Giles Banning-Lover

Resigned 10 October 2023

Jeremy Matthews

Roy Saxby

Simon Perryman

Tamora James

Jennifer Graaf

Resigned 10 October 2023

Sean McGonagle

Appointed 13 February 2024

Brian Paget

Appointed 12 March 2024

#### **Registered office**

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

#### **Accountants**

Seven Hills Accountants Limited

57 Burton Street

Sheffield

S6 2HH

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2024**

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

#### **Structure, governance and management**

Sheffield Jazz (6771444) was incorporated on 11 December 2008 and registered as a charity on 3 August 2009 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered charity (Charity number 1130396). It has no share capital and the liability of each member in the event of winding-up is limited to £10. Overall management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the memorandum and articles of association. Day to day project activity is carried out by volunteers.

#### **Objectives and activities**

The charity's objects are to promote, maintain, improve and advance education for the public benefit by encouraging and fostering understanding, knowledge, appreciation and development of music, the arts and, in particular, jazz.

Sheffield Jazz aims to bring the best of national and international jazz to the city, providing opportunities for people from all backgrounds in the Sheffield City Region and throughout Yorkshire, to hear and learn from some of the greatest of current artists.

#### **Summary of main achievements during the period**

A highly successful year saw consistently high audiences attending our concerts in all our usual venues and we benefited from our public's continuing enthusiasm for live music. A wide-ranging programme of 20 concerts over the course of our two seasons during the year included all aspects of the jazz genre: free jazz from the Samuel Blaser Trio, and Sheffield's own Martin Archer with Anthropology; up-and-coming young contemporary musicians including guitarist Rosie Frater-Taylor and Theo Erskine and Mark Kavuma, who drew many new faces and a younger audience to our Crookes venue; we were very pleased to host a quintet led by Nadim Teimoori, a nationally-renowned saxophonist and one of our Workshop tutors, and we also welcomed back regular and very popular visiting musicians Jean Toussaint, Kate Williams and Clark Tracey. And once again we hosted and supported a very successful fundraising concert by the Doncaster Jazz Alumni band who have been the springboard for a number of the country's current top players.

## Sheffield Jazz

### Trustees' annual report For the year ended 31 March 2024

#### Summary of main achievements during the period (continued)

Our finances have held up very well as a result of the increased popularity of our concert programme, culminating in a 50<sup>th</sup> anniversary concert in the Crucible main theatre on 18 May where we drew an audience of over 700 to see great performances by the Emma Rawicz and Tony Kofi Quartets. We also enjoy continuing invaluable financial support from our Friends and we have therefore ended the financial year in an exceptionally strong financial position. This will both provide a good financial cushion and provide us with the opportunity to refresh our equipment and to cover the additional costs of a bookkeeper whom we are appointing to help to fill the gap left by the departure of two longstanding trustees.

The Workshop has retained 5 regular groups, and continues to attract new participants. An enjoyable and well-attended concert at Crookes was held in January, in which all 5 groups participated, playing a range of material including original compositions by group members, as well as arrangements of a wide range of tunes by well-known artists. The Workshop's financial position has stabilised over the course of the year.

We continued to engage with and build on our local partnerships, including Jazz at the Lescar, and Sheffield University, and explore new ways of diversifying our audience. We are building a relationship with the African Cultural Heritage Forum, and we have contributed to discussions on the Sheffield Cultural Strategy, and the South Yorkshire Mayoral Authority Cultural Strategy.

We are extremely grateful for the continuing generosity of our regular contributors through the Friends scheme, which helps us to maintain our stable position, and in general allows us to continue to feature lesser-known musicians and music, and to undertake new enterprises with some associated risk.

As ever, we are also immensely grateful for the hard work of the team of volunteers (ably led by Harvey Colman) who help to run the performances and without whom Sheffield Jazz would not be able to operate. We also greatly appreciate the help and support of our main collaborators: Crookes Social Club, Music in the Round (re gigs at the Crucible), and University of Sheffield (re gigs at Firth Hall). During the year the Committee was further strengthened by the appointment of two new Trustees, Sean McGonagle and Brian Paget, who replace longstanding Committee members Celia Cashman and Paul Thomas who retire at the 2024 AGM. We shall however continue to look for further potential Trustees in order to maintain and develop our strength.

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2024**

#### **Statement of compliance with public benefit requirements of the Charities Act 2011**

The Trustees have given due consideration to the guidance of the Charity Commission on the public Benefit requirement of the Charities Act 2011 in planning and delivering our programmes for this past year. We continue to give concessionary rates to people who might otherwise not be able to afford to come to Sheffield Jazz performances, including pensioners and people in receipt of benefits. In support of our education objective we offer concessions to young people, including students, and also to participants of the Saturday morning Jazz Workshops.

#### **Plans for the future**

The Trustees have reviewed their financial position in the light of the 2023/24 outturn, the level of the reserves and the prospects for the next few years. Successive years of better-than-anticipated audiences have meant that the reserves have risen significantly above the target level. In response we have raised band fees and we will take this a step further in Spring 2025. We also will soon need to update and upgrade some of our equipment. This and the need to pay for a bookkeeper from summer 2024 onward point to the need to proceed with some caution and it remains the case that we operate in a sector where audiences can vary significantly from one season to another. However, we are confident that we have a robust but sufficiently flexible financial model which, together with the reserves we have built up, will enable us to continue to operate and achieve our goals.

Crookes Social Club, which continues to be very supportive, will remain our main venue. We will continue to use the space both for larger gigs and bands but also (when an acoustic piano is not required) for more intimate in-the-round performances on the floor of the hall. We will maintain our cost-sharing partnership with the University of Sheffield re gigs at Firth Hall and our collaboration with Music in the Round in respect of the Crucible Playhouse. We will also continue to work closely with our sister organisation, Jazz at the Lescar, in order to increase the range and diversity of the musical offer in Sheffield.

#### **The charity's policy on reserves**

Sheffield Jazz has no staff. Therefore, it needs reserves purely to:

- Replace equipment as it wears out
- Ensure the charity can continue to provide a stable and quality service to those who need it
- Meet contractual liabilities should the organisation have to close. This includes amounts due to creditors and commitments under contracts and leases
- Meet unexpected costs like breakdown of essential equipment and legal costs defending the charity's interest.
- Provide working capital when funding is paid in arrears and to place the charity in a position where it could bid for funding that may be paid in arrears
- Cope with the situation where, from time to time, charitable funding may have certain restrictions which mean that by law it must be held in a restricted reserve until it is spent in line with the funding agreement.

## Sheffield Jazz

### Trustees' annual report For the year ended 31 March 2024

#### **The charity's policy on reserves (continued)**

It is the Trustees' policy to hold cash reserves (net current assets) of £5,000-£6,000 and the accounts demonstrate that (as a result of continued better-than-anticipated audiences) the policy objective has been exceeded.

As at 31 March 2024 free reserves were £9,208 (2023: £6,245). The reserves target has therefore been met and an additional cushion secured which will stand us in good stead for the 2024/2025 financial year and beyond and enable us to refresh our equipment and cover the additional cost of a bookkeeper whom we will employ from summer 2024.

#### **Trustees' responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

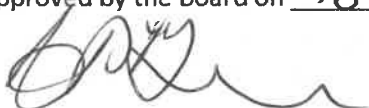
**Sheffield Jazz**

**Trustees' annual report  
For the year ended 31 March 2024**

**Small companies' provision statement**

This report has been prepared in accordance with the special provisions relating to small companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on 16 JULY 2024 and signed on its behalf by:



Paul Thomas  
Trustee

## **Independent Examiner's report to the trustees of Sheffield Jazz ("the Company")**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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**

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 Company 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.

Signed: S Cochrane  
Susan Cochrane FCA DChA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 05/08/2024

## Sheffield Jazz

### Statement of financial activities

(incorporating the income and expenditure account)

For the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total £	Unrestricted funds £	Restricted fund £	2023 Total £
<b>Income from:</b>							
Grants and donations	2a	4,307	-	4,307	3,428	1,000	4,428
Charitable activities	2b	35,250	19,461	54,711	35,507	16,399	51,906
Other trading activities	2c	1,725	-	1,725	1,719	-	1,719
<b>Total income</b>		<b>41,282</b>	<b>19,461</b>	<b>60,743</b>	<b>40,654</b>	<b>17,399</b>	<b>58,053</b>
<b>Expenditure on:</b>							
Raising Funds	3a	179	-	179	299	-	299
Charitable activities	3b	38,549	20,105	58,654	40,932	17,149	58,081
<b>Total expenditure</b>		<b>38,728</b>	<b>20,105</b>	<b>58,833</b>	<b>41,231</b>	<b>17,149</b>	<b>58,380</b>
<b>Net income/(expenditure)</b>		<b>2,554</b>	<b>(644)</b>	<b>1,910</b>	<b>(577)</b>	<b>250</b>	<b>(327)</b>
<b>Total funds brought forward</b>		<b>11,540</b>	<b>2,537</b>	<b>14,077</b>	<b>12,116</b>	<b>2,287</b>	<b>14,403</b>
<b>Total funds carried forward</b>		<b>14,094</b>	<b>1,893</b>	<b>15,987</b>	<b>11,539</b>	<b>2,537</b>	<b>14,076</b>

**Balance Sheet**  
**As at 31 March 2024**

	Notes	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Assets	6	4,886	5,294
<b>Total fixed assets</b>		<u>4,886</u>	<u>5,294</u>
<b>Current Assets</b>			
Debtors	7	1,262	4,118
Cash at bank and in hand		11,041	9,820
<b>Total current assets</b>		<u>12,303</u>	<u>13,938</u>
Creditors: amounts falling due within one year	8	(1,202)	(5,156)
<b>Net current assets</b>		<u>11,101</u>	<u>8,782</u>
<b>Total assets less current liabilities</b>		<u>15,987</u>	<u>14,076</u>
Creditors: amounts falling due after one year		-	-
<b>Total net assets</b>		<u>15,987</u>	<u>14,076</u>
<b>Represented By</b>			
<b>FUNDS</b>			
Unrestricted income fund		14,094	11,539
Restricted income funds	10	1,893	2,537
<b>Total charity funds</b>	11	<u>15,987</u>	<u>14,076</u>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors (trustees) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

Approved by the board on 16 JULY 2024 and signed on behalf of the board by:



Paul Thomas  
Trustee

**Notes to the financial statements  
For the year ended 31 March 2024**

**1 Accounting Policies**

**(a) Basis of preparation**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The financial statements have also adopted Charities SORP (FRS 102) Bulletin 1 and have taken the exemption not to prepare a cash flow statement.

The charity meets the definition of a public benefit entity as defined under FRS102.

The financial statements are presented in £ sterling which is the functional currency of the charity and rounded to the nearest £1.

**(b) Income**

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

**(c) Expenditure and liabilities**

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**(d) Fixed assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Equipment - 10% reducing balance

**(e) Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**(f) Trade debtors**

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2024

#### 1 Accounting Policies (continued)

##### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

##### (h) Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transactions value and subsequently measured at their settlement value.

##### (i) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### (j) Taxation

As a charity, Sheffield Jazz is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

##### (k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### 2 Analysis of income

	Unrestricted	Restricted	2024	Unrestricted	Restricted	2023
	Funds	Funds	Total	Funds	Funds	Total
	£	£	£	£	£	£
<b>2a Grants, donations and legacies</b>						
Grant - Sheffield Showcase	-	-	-	100	-	100
Donations	3,418	-	3,418	2,672	1,000	3,672
Gift Aid	889	-	889	656	-	656
	<u>4,307</u>	<u>-</u>	<u>4,307</u>	<u>3,428</u>	<u>1,000</u>	<u>4,428</u>
<b>2b Charitable activities</b>						
Concert takings	35,250	-	35,250	35,507	-	35,507
Workshops	-	19,461	19,461	-	16,399	16,399
	<u>35,250</u>	<u>19,461</u>	<u>54,711</u>	<u>35,507</u>	<u>16,399</u>	<u>51,906</u>
<b>2c Other trading activities</b>						
Fundraising Income - CD and Book Sales/ Raffle	1,725	-	1,725	1,719	-	1,719
	<u>1,725</u>	<u>-</u>	<u>1,725</u>	<u>1,719</u>	<u>-</u>	<u>1,719</u>

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2024

#### 3 Analysis of expenditure

	Unrestricted	Restricted	2024	Unrestricted	Restricted	2023
	Funds	Funds	Total	Funds	Funds	Total
	£	£	£	£	£	£
<b>3a Raising funds</b>						
Fundraising and related costs	179	-	179	299	-	299
	<u>179</u>	<u>-</u>	<u>179</u>	<u>299</u>	<u>-</u>	<u>299</u>
<b>3b Charitable activities</b>						
Band fees	26,819	-	26,819	27,289	-	27,289
Band expenses - regular gigs	298	-	298	360	-	360
Workshop tutor fees	-	15,570	15,570	-	13,320	13,320
Venue hire	3,640	4,375	8,015	3,618	3,750	7,368
Printing, artwork and website costs	339	-	339	156	-	156
Advertising, publicity and mailouts	-	-	-	191	-	191
Piano and equipment maintenance costs	3,216	-	3,216	2,898	-	2,898
Equipment depreciation	540	-	540	540	-	540
Support Costs (Note 3c)	3,697	160	3,857	5,880	79	5,959
	<u>38,549</u>	<u>20,105</u>	<u>58,654</u>	<u>40,932</u>	<u>17,149</u>	<u>58,081</u>
<b>3c Support Costs</b>						
Insurance	512	-	512	504	-	504
Administration costs (inc ticket booking fees)	2,531	160	2,691	4,782	79	4,861
Independent examination fee	654	-	654	594	-	594
	<u>3,697</u>	<u>160</u>	<u>3,857</u>	<u>5,880</u>	<u>79</u>	<u>5,959</u>

#### 4 Directors'/Trustees' remuneration and expenses

There were no expenses paid to the directors/trustees during the year (2023: £nil).

#### 5 Fees to independent examiner's organisation

	2024	2023
	£	£
Fee for independent examination	<u>654</u>	<u>594</u>

There were no other fees payable to the independent examiner's organisation during the year.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2024

#### 6 Tangible fixed assets

	Equipment £	Total £
<b>Cost or valuation</b>		
Balance brought forward at 1 April 2023	15,296	15,296
Additions	132	132
Balance carried forward at 31 March 2024	<u>15,428</u>	<u>15,428</u>
<b>Accumulated Depreciation</b>		
Balance brought forward at 1 April 2023	10,002	10,002
Depreciation charge for the year	540	540
Balance carried forward at 31 March 2024	<u>10,542</u>	<u>10,542</u>
<b>Net book value</b>		
Net book value as at 31 March 2024	<u>4,886</u>	<u>4,886</u>
Net book value as at 31 March 2023	<u>5,294</u>	<u>5,294</u>

#### 7 Debtors

	2024 £	2023 £
Trade debtors	-	1,094
Prepayments	1,262	3,024
	<u>1,262</u>	<u>4,118</u>

#### 8 Creditors falling due within one year

	2024 £	2023 £
Trade Creditors	-	2,270
Accruals	1,202	2,886
	<u>1,202</u>	<u>5,156</u>

#### 9 Related party transactions

Donations received from directors/trustees totalled £540 (2023: £440).

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2024

#### 10 Restricted funds

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	2,537	19,461	(20,105)	-	1,893
	<u>2,537</u>	<u>19,461</u>	<u>(20,105)</u>	<u>-</u>	<u>1,893</u>

#### Jazz workshops

Net income/ deficit generated by Jazz workshops is carried forward to be used against future workshop activities.

#### Prior year

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	2,287	17,399	(17,149)	-	2,537
	<u>2,287</u>	<u>17,399</u>	<u>(17,149)</u>	<u>-</u>	<u>2,537</u>

#### 11 Net assets by fund

	Unrestricted Funds	Restricted Funds	2024 Total
	£	£	£
Fixed assets	4,886	-	4,886
Net current assets	9,208	1,893	11,101
	<u>14,094</u>	<u>1,893</u>	<u>15,987</u>

#### Prior year

	Unrestricted Funds	Restricted Funds	2023 Total
	£	£	£
Fixed assets	5,294	-	5,294
Net current assets	6,245	2,537	8,782
	<u>11,539</u>	<u>2,537</u>	<u>14,076</u>

**SHEFFIELD JAZZ**

England & Wales - Charity number 1130936

---

# Accounts

---

**Company registration number: 06771444**  
**Charity registration number: 1130936**

**Sheffield Jazz**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2023**

## **Sheffield Jazz**

### **Contents**

	<b>Page</b>
<b>Legal and administrative information</b>	<b>1</b>
<b>Trustees' annual report</b>	<b>2 - 5</b>
<b>Independent examiner's report</b>	<b>6</b>
<b>Statement of financial activities</b>	<b>7</b>
<b>Balance sheet</b>	<b>8</b>
<b>Notes to the accounts</b>	<b>9 - 13</b>

**Sheffield Jazz**

**Legal and administrative information  
For the year ended 31 March 2023**

**Directors/Trustees**

Celia Cashman  
Paul Thomas  
Giles Banning-Lover  
Jeremy Matthews  
Roy Saxby  
Simon Perryman  
Tamora James  
Jennifer Graaf

**Company secretary**

Paul Thomas

**Registered office**

The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

**Independent examiner**

Susan Cochrane, FCA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2023**

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

#### **Structure, governance and management**

Sheffield Jazz (6771444) was incorporated on 11 December 2008 and registered as a charity on 3 August 2009 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered charity (Charity number 1130396). It has no share capital and the liability of each member in the event of winding-up is limited to £10. Overall management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the memorandum and articles of association. Day to day project activity is carried out by volunteers.

#### **Objectives and activities**

The charity's objects are to promote, maintain, improve and advance education for the public benefit by encouraging and fostering understanding, knowledge, appreciation and development of music, the arts and, in particular, jazz.

Sheffield Jazz aims to bring the best of national and international jazz to the city, providing opportunities for people from all backgrounds in the Sheffield City Region and throughout Yorkshire, to hear and learn from some of the greatest of current artists.

#### **Summary of main achievements during the period**

The year 2022/2023 marked the return to more or less normality following the disruption cause by the Covid pandemic. In all 31 gigs were scheduled in the period April 2022 to June 2023, mainly at Crookes but with 2 at the Crucible Playhouse (formerly Studio) and 2 at Firth Hall. Unfortunately, 4 gigs had to be cancelled due to adverse weather and other factors.

Although we continued to restrict venue capacity (to 170 at Crookes) and to use well-spaced and reserved seating for the gigs, our audience still responded keenly to the reintroduction of live music, and box office takings remained up on pre-Covid levels prior to a dip as we approached the 2023 summer period when, as usual, audiences diminished in the face of other competing attractions.

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2023**

#### **Summary of main achievements during the period (continued)**

The music has been varied and highly enjoyable, with a mix of well-established UK and overseas names and some new faces such as Alex Clarke and Emma Rawicz.

Our finances have held up well as a result of the continuing support from our Friends and this, together with the increase in audience sizes, has meant we have been able to raise fees and thereby help the musicians. In addition, we decided to buy a drum kit and bass amplifier which has helped to ease bands' travel expenses by reducing the number of vehicles that they need to use to travel to Sheffield.

The Workshop is recovering from the effect of the pandemic and has retained 5 regular groups, also attracting new participants. An enjoyable and well-attended concert at Crookes was held in January, in which all 5 groups participated, playing a range of material including original compositions by group members, as well as arrangements of a wide range of tunes by well-known artists. By the end of the year the workshop's finances were on a more stable footing partly as a result of new payment procedures. Attendees at the Workshop continue to value and appreciate the tuition and playing opportunities that we offer.

We are pleased to be able to report that once again we ended the financial year in a financially healthy position. Since the end of the financial year there have been some losses, but despite this the net assets for the non-Workshop aspects remain above our reserves policy objective, which will provide a good cushion as we continue to operate in what are still very uncertain times, with a cost-of-living crisis and inflation threatening audience levels.

We are extremely grateful for the continuing generosity of our regular contributors through the Friends scheme, which helps us to maintain our stable position, and in general allows us to continue to feature lesser-known musicians and music, and to undertake new enterprises with some associated risk. One such initiative has been enhanced collaboration with Jazz at The Lescar. As fellow not-for-profit jazz organisations Sheffield Jazz and Jazz at The Lescar cooperate to promote jazz and jazz musicians in the Sheffield area. As such Sheffield Jazz has contributed to the cost of gigs at The Lescar where we have promoted jointly a series of gigs by musicians appealing to both Jazz at the Lescar and Sheffield Jazz audiences, thus contributing to audience development and helping to raise the profile of our organisations. We have also sponsored a Women in Jazz initiative run by the University of Sheffield, and in September 2022 we once again participated in the Sheffield Showcase initiative aimed at increasing participation in Sheffield cultural events.

As ever, we are also immensely grateful for the hard work of the team of volunteers (ably led by Harvey Colman) who help to run the performances and without whom Sheffield Jazz would not be able to operate. We also greatly appreciate the help and support of our main collaborators: Crookes Social Club, Music in the Round (re gigs at the Crucible), and University of Sheffield (re gigs at Firth Hall). During the year the Committee was further strengthened by the attendance of Tom Woodhouse who brought useful new perspectives prior to taking a leave of absence to make his living as a musician on cruise ships.

## **Sheffield Jazz**

**Trustees' annual report  
For the year ended 31 March 2023**

### **Statement of compliance with public benefit requirements of the Charities Act 2011**

The Trustees have given due consideration to the guidance of the Charity Commission on the public benefit requirement of the Charities Act 2011 in planning and delivering our programmes for this past year. We continue to give concessionary rates to people who might otherwise not be able to afford to come to Sheffield Jazz performances, including pensioners and people in receipt of benefits. In support of our education objective we offer concessions to young people, including students, and also to participants of the Saturday morning Jazz Workshops.

### **Plans for the future**

Our plans for the future are clearly affected by the cost inflation and cost of living crisis mentioned above. However, we are confident that we have a robust but sufficiently flexible financial model which, together with the reserves we have built up, will enable us to continue to operate and achieve our goals.

Crookes Social Club, which continues to be very supportive, will remain our main venue. We will continue to use the space both for larger gigs and bands but also (when an acoustic piano is not required) for more intimate in-the-round performances on the floor of the hall. We will maintain our cost-sharing partnership with the University of Sheffield re gigs at Firth Hall and our collaboration with Music in the Round in respect of the Crucible Playhouse. We will also continue to work closely with our sister organisation, Jazz at the Lescar, in order to increase the range and diversity of the musical offer in Sheffield.

### **The charity's policy on reserves**

Sheffield Jazz has no staff. Therefore, it needs reserves purely to:

- Replace equipment as it wears out
- Ensure the charity can continue to provide a stable and quality service to those who need it
- Meet contractual liabilities should the organisation have to close. This includes amounts due to creditors and commitments under contracts and leases
- Meet unexpected costs like breakdown of essential equipment and legal costs defending the charity's interest.
- Provide working capital when funding is paid in arrears and to place the charity in a position where it could bid for funding that may be paid in arrears
- Cope with the situation where, from time to time, charitable funding may have certain restrictions which mean that by law it must be held in a restricted reserve until it is spent in line with the funding agreement.

It is the Trustees' policy to hold free reserves (unrestricted net current assets) of £4,000-£5,000 and the accounts demonstrate that the policy objective has been achieved. As at 31 March 2023 free reserves were £6,245 (2022: £7,567). The reserves target has therefore been met and an additional cushion secured which will stand us in good stead for the 2023/2024 financial year and beyond.

**Sheffield Jazz**

**Trustees' annual report  
For the year ended 31 March 2023**

**Small companies' provision statement**

This report has been prepared in accordance with the special provisions relating to small companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on 3 September 2023 and signed on its behalf by:



**Paul Thomas  
Trustee**

## **Independent Examiner's report to the trustees of Sheffield Jazz ("the Company")**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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**

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 Company 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.

Signed: S Cochrane  
Susan Cochrane FCA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 04/09/23

## Sheffield Jazz

### Statement of financial activities (incorporating the income and expenditure account) For the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted fund £	2023 Total £	Unrestricted funds £	Restricted fund £	2022 Total £
<b>Income from:</b>							
Grants and donations	2a	3,428	1,000	4,428	3,612	1,200	4,812
Charitable activities	2b	35,507	16,399	51,906	29,952	10,095	40,047
Other trading activities	2c	1,719	-	1,719	118	-	118
<b>Total income</b>		<b>40,654</b>	<b>17,399</b>	<b>58,053</b>	<b>33,682</b>	<b>11,295</b>	<b>44,977</b>
<b>Expenditure on:</b>							
Raising Funds	3a	299	-	299	-	-	-
Charitable activities	3b	40,932	17,149	58,081	33,292	13,005	46,297
<b>Total expenditure</b>		<b>41,231</b>	<b>17,149</b>	<b>58,380</b>	<b>33,292</b>	<b>13,005</b>	<b>46,297</b>
<b>Net income/(expenditure)</b>		<b>(577)</b>	<b>250</b>	<b>(327)</b>	<b>390</b>	<b>(1,710)</b>	<b>(1,320)</b>
<b>Total funds brought forward</b>		<b>12,116</b>	<b>2,287</b>	<b>14,403</b>	<b>11,726</b>	<b>3,997</b>	<b>15,723</b>
<b>Total funds carried forward</b>		<b>11,539</b>	<b>2,537</b>	<b>14,076</b>	<b>12,116</b>	<b>2,287</b>	<b>14,403</b>

**Balance Sheet**  
**As at 31 March 2023**

	Notes	2023 £	2022 £
<b>Fixed Assets</b>			
Tangible Assets	6	5,294	4,549
<b>Total fixed assets</b>		<u>5,294</u>	<u>4,549</u>
<b>Current Assets</b>			
Debtors	7	4,118	2,004
Cash at bank and in hand		9,820	10,510
<b>Total current assets</b>		<u>13,938</u>	<u>12,514</u>
Creditors: amounts falling due within one year	8	(5,156)	(2,660)
<b>Net current assets</b>		<u>8,782</u>	<u>9,854</u>
<b>Total assets less current liabilities</b>		<u>14,076</u>	<u>14,403</u>
Creditors: amounts falling due after one year		-	-
<b>Total net assets</b>		<u>14,076</u>	<u>14,403</u>
<b>Represented By</b>			
<b>FUNDS</b>			
Unrestricted income fund		11,539	12,116
Restricted income funds	10	2,537	2,287
<b>Total charity funds</b>	11	<u>14,076</u>	<u>14,403</u>

For the year ending 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors (trustees) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

Approved by the board on 31/03/2023 and signed on behalf of the board by:

Paul Thomas  
Trustee

## Sheffield Jazz

### Notes to the financial statements For the year ended 31 March 2023

#### 1 Accounting Policies

##### (a) Basis of preparation

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The financial statements have also adopted Charities SORP (FRS 102) Bulletin 1 and have taken the exemption not to prepare a cash flow statement.

The charity meets the definition of a public benefit entity as defined under FRS102.

The financial statements are presented in £ sterling which is the functional currency of the charity and rounded to the nearest £1.

##### (b) Income

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

##### (c) Expenditure and liabilities

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### (d) Fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Equipment - 10% reducing balance

##### (e) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

##### (f) Trade debtors

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2023

#### 1 Accounting Policies (continued)

##### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

##### (h) Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transactions value and subsequently measured at their settlement value.

##### (i) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### (j) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### 2 Analysis of income

	Unrestricted Funds £	Restricted Funds £	2023 Total £	Unrestricted Funds £	Restricted Funds £	2022 Total £
<b>2a Grants, donations and legacies</b>						
Grant - Sheffield Showcase	100	-	100	-	-	-
Donations	2,672	1,000	3,672	2,890	1,200	4,090
Gift Aid	656	-	656	722	-	722
	<u>3,428</u>	<u>1,000</u>	<u>4,428</u>	<u>3,612</u>	<u>1,200</u>	<u>4,812</u>
<b>2b Charitable activities</b>						
Concert takings	35,507	-	35,507	29,952	-	29,952
Workshops	-	16,399	16,399	-	10,095	10,095
	<u>35,507</u>	<u>16,399</u>	<u>51,906</u>	<u>29,952</u>	<u>10,095</u>	<u>40,047</u>
<b>2c Other trading activities</b>						
Fundraising Income - CD and Book Sales/ Raffle	1,719	-	1,719	118	-	118
	<u>1,719</u>	<u>-</u>	<u>1,719</u>	<u>118</u>	<u>-</u>	<u>118</u>

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2023

#### 3 Analysis of expenditure

	Unrestricted Funds £	Restricted Funds £	2023 Total £	Unrestricted Funds £	Restricted Funds £	2022 Total £
<b>3a Raising funds</b>						
Fundraising and related costs	299	-	299	-	-	-
	<u>299</u>	<u>-</u>	<u>299</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>3b Charitable activities</b>						
Band fees	27,289	-	27,289	22,946	1,200	24,146
Band expenses - regular gigs	360	-	360	317	-	317
Workshop tutor fees	-	13,320	13,320	-	9,180	9,180
Venue hire	3,618	3,750	7,368	2,550	2,625	5,175
Printing, artwork and website costs	156	-	156	149	-	149
Advertising, publicity and mailouts	191	-	191	55	-	55
Piano and equipment maintenance costs	2,898	-	2,898	2,954	-	2,954
Equipment depreciation	540	-	540	506	-	506
Support Costs (Note 3c)	5,880	79	5,959	3,815	-	3,815
	<u>40,932</u>	<u>17,149</u>	<u>58,081</u>	<u>33,292</u>	<u>13,005</u>	<u>46,297</u>
<b>3c Support Costs</b>						
Insurance	504	-	504	498	-	498
Administration costs (inc ticket booking fees)	4,782	79	4,861	2,813	-	2,813
Independent examination fee	594	-	594	504	-	504
	<u>5,880</u>	<u>79</u>	<u>5,959</u>	<u>3,815</u>	<u>-</u>	<u>3,815</u>
<b>4 Directors'/Trustees' remuneration and expenses</b>						
There were no expenses paid to the directors/trustees during the year (2022: £nil).						
<b>5 Fees to independent examiner's organisation</b>						2023 £
Fee for independent examination						<u>594</u>
There were no other fees payable to the independent examiner's organisation during the year.						

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2023

#### 6 Tangible fixed assets

	Equipment £	Total £
<b>Cost or valuation</b>		
Balance brought forward at 1 April 2022	14,011	14,011
Additions	1,285	1,285
Balance carried forward at 31 March 2023	<u>15,296</u>	<u>15,296</u>
<b>Accumulated Depreciation</b>		
Balance brought forward at 1 April 2022	9,462	9,462
Depreciation charge for the year	540	540
Balance carried forward at 31 March 2023	<u>10,002</u>	<u>10,002</u>
<b>Net book value</b>		
Net book value as at 31 March 2023	<u>5,294</u>	<u>5,294</u>
Net book value as at 31 March 2022	<u>4,549</u>	<u>4,549</u>

#### 7 Debtors

	2023 £	2022 £
Prepayments	3,024	2,004
	<u>4,118</u>	<u>2,004</u>

#### 8 Creditors falling due within one year

	2023 £	2022 £
Trade Creditors	2,270	1,584
Accruals	2,886	1,076
	<u>5,156</u>	<u>2,660</u>

#### 9 Related party transactions

Donations received from directors/trustees totalled £440 (2022: £540).

J Matthews, a director/ trustee is an organiser of events at Jazz at the Lescar (JaTL). During the year Sheffield Jazz has collaborated with JaTL to run some jointly promoted gigs to promote jazz and jazz musicians in the Sheffield area. During the year Sheffield Jazz contributed £502 to help cover musicians' fees and other associated costs.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2023

#### 10 Restricted funds

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	2,287	17,399	(17,149)	-	2,537
	<u>2,287</u>	<u>17,399</u>	<u>(17,149)</u>	<u>-</u>	<u>2,537</u>

#### Jazz workshops

Net income/ deficit generated by Jazz workshops is carried forward to be used against future workshop activities.

#### Prior year

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	3,997	10,095	(11,805)	-	2,287
Concert Fund	-	1,200	(1,200)	-	-
	<u>3,997</u>	<u>11,295</u>	<u>(13,005)</u>	<u>-</u>	<u>2,287</u>

#### 11 Net assets by fund

	Unrestricted Funds	Restricted Funds	2023 Total
	£	£	£
Fixed assets	5,294	-	5,294
Net current assets	6,245	2,537	8,782
	<u>11,539</u>	<u>2,537</u>	<u>14,076</u>

#### Prior year

	Unrestricted Funds	Restricted Funds	2022 Total
	£	£	£
Fixed assets	4,549	-	4,549
Net current assets	7,567	2,287	9,854
	<u>12,116</u>	<u>2,287</u>	<u>14,403</u>

**SHEFFIELD JAZZ**

England & Wales - Charity number 1130936

---

# Accounts

---

**Company registration number: 06771444**  
**Charity registration number: 1130936**

**Sheffield Jazz**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2022**

## Sheffield Jazz

### Contents

	<b>Page</b>
Legal and administrative information	1
Trustees' annual report	2 - 5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 - 13

## **Sheffield Jazz**

### **Legal and administrative information For the year ended 31 March 2022**

#### **Directors/Trustees**

Celia Cashman

Paul Thomas

Giles Banning-Lover

Jeremy Matthews

John Halstead

Deceased 26 October 2021

Roy Saxby

Simon Perryman

Tamora James

Appointed 15 February 2022

Jennifer Graaf

Appointed 15 February 2022

#### **Company secretary**

Paul Thomas

#### **Registered office**

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

#### **Independent examiner**

Susan Cochrane, FCA

Employee of:

VAS Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2022**

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

#### **Structure, governance and management**

Sheffield Jazz (6771444) was incorporated on 11 December 2008 and registered as a charity on 3 August 2009 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered charity (Charity number 1130396). It has no share capital and the liability of each member in the event of winding-up is limited to £10. Overall management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the memorandum and articles of association. Day to day project activity is carried out by volunteers.

#### **Objectives and activities**

The charity's objects are to promote, maintain, improve and advance education for the public benefit by encouraging and fostering understanding, knowledge, appreciation and development of music, the arts and, in particular, jazz.

Sheffield Jazz aims to bring the best of national and international jazz to the city, providing opportunities for people from all backgrounds in the Sheffield City Region and throughout Yorkshire, to hear and learn from some of the greatest of current artists.

#### **Summary of main achievements during the period**

The year 2021/2022 was dominated by the recovery from the COVID-19 pandemic which had so badly affected 2020/2021. A brief season of 4 gigs was held in June 2021 as the lockdown restrictions eased and this was followed by two fuller than usual seasons in Autumn 2021 and Spring 2022 as we negotiated the various capacity and other restrictions caused by Covid precautions.

Although we had to restrict venue capacity and introduce well-spaced and reserved seating for the gigs in 2021 our audience responded keenly to the reintroduction of live music despite the need for prior booking, and box office takings were over 10% up on pre-Covid levels. This pattern continued into the Spring 2022 season when we were able to increase the Crookes capacity to 170 with a small reserved seating area available at the front of the hall. Audience comments and the attendance levels suggest that the size of Crookes and the precautions taken went a long way toward reassuring the audience of the safety of our gigs and hence making them feel confident enough to come to gigs whereas smaller venues suffered during this period.

In all 27 gigs went ahead in the period June 2021 to June 2022. All were at Crookes Social Club except for one at the Crucible Studio and one at Firth Hall, both of which were also with reduced capacity. Throughout the year we were greatly assisted by the cooperation and flexibility of the Crookes Social Club team. We were fortunate that only 4 gigs had to be cancelled (two because of Covid illness among the band members and two because of band unavailability).

## **Sheffield Jazz**

### **Trustees' annual report For the year ended 31 March 2022**

#### **Summary of main achievements during the period (continued)**

The music has been varied and highly enjoyable, with a mix of well-established UK and overseas names and some new faces such as Deschanel Gordon. For the musicians, the pandemic has been a huge problem, not least because many of them fell between the cracks in the government's financial support measures. It has taken a while for their bookings to return to pre-Covid levels and sadly the Ukraine war and associated fuel price rises have now introduced a further problem in the form of steeply rising travel costs. This has been reflected in an increasing number of bands seeking increased fees to compensate.

Fortunately, our finances have held up well as a result of the continuing support from our Friends even while we were unable to have live gigs. This, together with the increase in audience sizes, has meant we have been able to raise fees and help the musicians. However, as the Spring season progressed, we began to see audience levels revert to pre-pandemic levels and so our ability to continue this support is now in doubt. As a result, in collaboration with other promoters/venues we have begun discussions with the Jazz Promotion Network and Jazz North about the feasibility of an Arts Council-funded initiative to address the issue of musicians' touring costs. We are also approaching the Arts Council for support to buy a drum kit and other equipment which would ease bands' travel expenses by reducing the number of vehicles that they need to use to travel to Sheffield.

The Workshop was also seriously affected by the pandemic. Since resuming face-to-face sessions in late September 2021, numbers have been generally lower than pre-pandemic and attendance less consistent than before. Nevertheless, a successful workshop concert performance was staged at Crookes Social Club just after the end of the financial year, well attended by players, friends and family. It was felt prudent to curtail the summer term when attendance typically tails off and we will now be taking stock of the best way forward, comforted by the fact that the Workshop still has healthy financial reserves. Attendees at the Workshop continue to value and appreciate the tuition and playing opportunities that we offer.

We are pleased to be able to report that again we ended the financial year in a financially healthy position, with a small profit on the gigs side offset by a small loss on the Workshop as a consequence of the reduced attendance there. Since the end of the financial year there have been some further losses as a result of declining audiences, but despite this the net assets for the non-Workshop aspects remain above our reserves policy objective, which will provide a good cushion as we move forward in what are still very uncertain times, with a cost-of-living crisis and inflation also looming as a threat to audience levels.

We are extremely grateful for the continuing generosity of our regular contributors through the Friends scheme, which helps us to maintain our stable position, and in general allows us to continue to feature lesser-known musicians and music, and to undertake new enterprises with some associated risk. One such initiative is a current collaboration with Jazz at The Lescar where we have agreed to promote jointly a series of gigs there by musicians whom we might otherwise have featured at Crookes.

As ever, we are also immensely grateful for the hard work of the team of volunteers who help to run the performances and without whom Sheffield Jazz would not be able to operate. They and the Committee have experienced some turnover in the past year. We were greatly saddened by the death of longstanding supporter and Committee member John Halstead but despite that we ended the year with a stronger Committee as a result of an influx of some much-needed new blood.

## Sheffield Jazz

### Trustees' annual report For the year ended 31 March 2022

#### Statement of compliance with public benefit requirements of the Charities Act 2011

The Trustees have given due consideration to the guidance of the Charity Commission on the public Benefit requirement of the Charities Act 2011 in planning and delivering our programmes for this past year. We continue to give concessionary rates to people who might otherwise not be able to afford to come to Sheffield Jazz performances, including pensioners and people in receipt of benefits. In support of our education objective we offer concessions to young people, including students, and also to participants of the Saturday morning Jazz Workshops.

#### Plans for the future

Our plans for the future are clearly affected by the outcome of the pandemic and by the cost inflation and cost of living crisis mentioned above. However, we are confident that we have a robust but sufficiently flexible financial model which, together with the reserves we have built up, will enable us to continue to operate and achieve our goals.

Crookes Social Club will continue as our main venue, subject to the requirements for public safety. We will continue to use the space both for larger gigs and bands but also (when an acoustic piano is not required) for more intimate in-the-round performances on the floor of the hall. We have established a new cost sharing partnership with the University of Sheffield and will continue to collaborate with them and with Music in the Round in respect of the Crucible Studio. We will also continue to work closely with our sister organisation, Jazz at the Lescar, in order to increase the range and diversity of the musical offer in Sheffield.

#### The charity's policy on reserves

Sheffield Jazz has no staff. Therefore, it needs reserves purely to:

- Replace equipment as it wears out
- Ensure the charity can continue to provide a stable and quality service to those who need it
- Meet contractual liabilities should the organisation have to close. This includes amounts due to creditors and commitments under contracts and leases
- Meet unexpected costs like breakdown of essential equipment and legal costs defending the charity's interest.
- Provide working capital when funding is paid in arrears and to place the charity in a position where it could bid for funding that may be paid in arrears
- Cope with the situation where, from time to time, charitable funding may have certain restrictions which mean that by law it must be held in a restricted reserve until it is spent in line with the funding agreement.

It is the Trustees' policy to hold cash reserves (net current assets) of £4,000-£5,000 and the accounts demonstrate that the policy objective has been achieved. As at 31 March 2022 free reserves were £7,567 (2021: £6,671). The reserves target has therefore been met and an additional cushion secured which will stand us in good stead for the 2022/2023 financial year and beyond.

**Sheffield Jazz**

**Trustees' annual report  
For the year ended 31 March 2022**

**Small companies' provision statement**

This report has been prepared in accordance with the special provisions relating to small companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on 13 September 2022 and signed on its behalf by:

A handwritten signature in black ink, appearing to be 'P. Thomas', written over a horizontal line.

Paul Thomas  
Trustee

## Independent Examiner's report to the trustees of Sheffield Jazz ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022 which are set out on pages 7 to 13.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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

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 Company 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.

Signed: S Cochrane  
Susan Cochrane FCA  
Employee of:  
Voluntary Action Sheffield  
Community Accountancy Service  
The Circle  
33, Rockingham Lane  
Sheffield  
S1 4FW

Date: 14/09/2022

## Sheffield Jazz

### Statement of financial activities

(incorporating the income and expenditure account)

For the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted fund £	2022 Total £	2021 Total £
<b>Income from:</b>					
Donations and Legacies	2a	3,612	1,200	4,812	3,900
Charitable activities	2b	29,952	10,095	40,047	1,339
Other trading activities	2c	118	-	118	151
<b>Total income</b>		<b>33,682</b>	<b>11,295</b>	<b>44,977</b>	<b>5,390</b>
<b>Expenditure on:</b>					
Charitable activities	3a	33,292	13,005	46,297	5,188
<b>Total expenditure</b>		<b>33,292</b>	<b>13,005</b>	<b>46,297</b>	<b>5,188</b>
<b>Net income/(expenditure)</b>		<b>390</b>	<b>(1,710)</b>	<b>(1,320)</b>	<b>202</b>
<b>Total funds brought forward</b>		<b>11,726</b>	<b>3,997</b>	<b>15,723</b>	<b>15,521</b>
<b>Total funds carried forward</b>		<b>12,116</b>	<b>2,287</b>	<b>14,403</b>	<b>15,723</b>

Year ended 31 March 2021 unrestricted income £11,726 and restricted income £3,997.

**Balance Sheet**  
**As at 31 March 2022**

	Notes	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible Assets	7	4,549	5,055
<b>Total fixed assets</b>		<u>4,549</u>	<u>5,055</u>
<b>Current Assets</b>			
Debtors	8	2,004	1,403
Cash at bank and in hand		10,510	10,959
<b>Total current assets</b>		<u>12,514</u>	<u>12,362</u>
Creditors: amounts falling due within one year	9	(2,660)	(1,694)
<b>Net current assets</b>		<u>9,854</u>	<u>10,668</u>
<b>Total assets less current liabilities</b>		<u>14,403</u>	<u>15,723</u>
Creditors: amounts falling due after one year		-	-
<b>Total net assets</b>		<u><b>14,403</b></u>	<u><b>15,723</b></u>
<b>Represented By</b>			
<b>FUNDS</b>			
Unrestricted income fund		12,116	11,726
Restricted income funds	11	2,287	3,997
<b>Total charity funds</b>		<u><b>14,403</b></u>	<u><b>15,723</b></u>

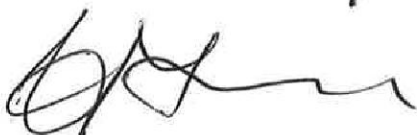
For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors (trustees) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

Approved by the board on 13 September 2022 and signed on behalf of the board by:



Paul Thomas  
Trustee

**Notes to the financial statements  
For the year ended 31 March 2022**

**1 Accounting Policies**

**(a) Basis of preparation**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The financial statements have also adopted Charities SORP (FRS 102) Bulletin 1 and have taken the exemption not to prepare a cash flow statement.

The charity meets the definition of a public benefit entity as defined under FRS102.

The financial statements are presented in £ sterling which is the functional currency of the charity and rounded to the nearest £1.

**(b) Income**

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

**(c) Expenditure and liabilities**

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**(d) Fixed assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Equipment - 10% reducing balance

**(e) Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**(f) Trade debtors**

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2022

#### 1 Accounting Policies (continued)

##### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

##### (h) Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transactions value and subsequently measured at their settlement value.

##### (i) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

##### (j) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### 2 Analysis of income

	Unrestricted Funds £	Restricted Funds £	2022 Total £	Unrestricted Funds £	Restricted Funds £	2021 Total £
<b>2a Donations and legacies</b>						
Donations	2,890	1,200	4,090	3,122	-	3,122
Gift Aid	722	-	722	778	-	778
	<u>3,612</u>	<u>1,200</u>	<u>4,812</u>	<u>3,900</u>	<u>-</u>	<u>3,900</u>
<b>2b Charitable activities</b>						
Concert takings	29,952	-	29,952	1,339	-	1,339
Workshops	-	10,095	10,095	-	-	-
	<u>29,952</u>	<u>10,095</u>	<u>40,047</u>	<u>1,339</u>	<u>-</u>	<u>1,339</u>
<b>2c Other trading activities</b>						
Fundraising Income - CD and Book Sales/ Raffle	118	-	118	151	-	151
	<u>118</u>	<u>-</u>	<u>118</u>	<u>151</u>	<u>-</u>	<u>151</u>

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2022

#### 3 Analysis of expenditure

##### 3a Charitable activities

Band fees	22,946	1,200	24,146	1,444	-	1,444
Band expenses - regular gigs	317	-	317	-	-	-
Workshop tutor fees	-	9,180	9,180	-	-	-
Venue hire	2,550	2,625	5,175	450	-	450
Printing, artwork and website costs	149	-	149	1,486	-	1,486
Advertising, publicity and mailouts	55	-	55	-	-	-
Piano and equipment maintenance costs	2,954	-	2,954	-	-	-
Equipment depreciation	506	-	506	562	-	562
Support Costs (Note 3b)	3,815	-	3,815	1,246	-	1,246
	<u>33,292</u>	<u>13,005</u>	<u>46,297</u>	<u>5,188</u>	<u>-</u>	<u>5,188</u>

##### 3b Support Costs

Insurance	498	-	498	497	-	497
Administration costs (inc ticket booking fees)	2,813	-	2,813	479	-	479
Accountancy	-	-	-	270	-	270
Independent examination fee	504	-	504	-	-	-
	<u>3,815</u>	<u>-</u>	<u>3,815</u>	<u>1,246</u>	<u>-</u>	<u>1,246</u>

#### 4 Directors'/Trustees' remuneration and expenses

There were no expenses paid to the directors/trustees during the year (2021: £nil).

#### 5 Fees for the examination of the accounts

	2022	2021
	£	£
Independent examiner's fees for reporting on the accounts	<u>504</u>	<u>-</u>

#### 6 Fees payable to Independent examiner's organisation

	2022	2021
	£	£
Independent examiner's fee	504	-
Registered office services	72	-
	<u>576</u>	<u>-</u>

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2022

#### 7 Tangible fixed assets

	Equipment £	Total £
<b>Cost or valuation</b>		
Balance brought forward at 1 April 2021	<u>14,011</u>	<u>14,011</u>
Balance carried forward at 31 March 2022	<u>14,011</u>	<u>14,011</u>
<b>Accumulated Depreciation</b>		
Balance brought forward at 1 April 2021	8,956	8,956
Depreciation charge for the year	<u>506</u>	<u>506</u>
Balance carried forward at 31 March 2022	<u>9,462</u>	<u>9,462</u>
<b>Net book value</b>		
Net book value as at 31 March 2022	<u>4,549</u>	<u>4,549</u>
Net book value as at 31 March 2021	<u>5,055</u>	<u>5,055</u>

#### 8 Debtors

	2022 £	2021 £
Prepayments	2,004	1,403
	<u>2,004</u>	<u>1,403</u>

#### 9 Creditors falling due within one year

	2022 £	2021 £
Trade Creditors	1,584	24
Accruals	1,076	1,670
	<u>2,660</u>	<u>1,694</u>

#### 10 Related party transactions

Donations received from directors/trustees totalled £540 (2021: £600). There have been no other related party transactions in the year.

## Sheffield Jazz

### Notes to the financial statements (continued) For the year ended 31 March 2022

#### 11 Restricted funds

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	3,997	10,095	(11,805)	-	2,287
Concert Fund	-	1,200	(1,200)	-	-
	<u>3,997</u>	<u>11,295</u>	<u>(13,005)</u>	<u>-</u>	<u>2,287</u>

#### Jazz workshops

Net income/ deficit generated by Jazz workshops is carried forward to be used against future workshop activities.

#### Concert Fund

A restricted donation of £1,200 was made to support the Alan Barnes +11 gig.

#### Prior year

	Brought forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Jazz workshops	3,997	-	-	-	3,997
	<u>3,997</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,997</u>

#### 12 Net assets by fund

	Unrestricted Funds	Restricted Funds	2022 Total
	£	£	£
Fixed assets	4,549	-	4,549
Net current assets	7,567	2,287	9,854
	<u>12,116</u>	<u>2,287</u>	<u>14,403</u>

#### Prior year

	Unrestricted Funds	Restricted Funds	2021 Total
	£	£	£
Fixed assets	5,055	-	5,055
Net current assets	6,671	3,997	10,668
	<u>11,726</u>	<u>3,997</u>	<u>15,723</u>