

**Report of the Trustees and Annual Accounts
Year ended 04 April 2022**

Music Therapy Lambeth



Music Therapy Lambeth

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Annual Report and Annual Accounts Year ended 04 April 2022

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Music Therapy Lambeth

Welcome from the Chairperson

Music Therapy Lambeth, MTL's annual report summarises the Charity's achievements and challenges of the year ending in April 2022. During this year, the global pandemic continued to significantly impact operations and service delivery. MTL continued to adapt using technology and communication as well as creative adaptations of service delivery to meet the needs of some of the most vulnerable families, children and young people in the borough of Lambeth. Myself and fellow trustees would like to thank Dr Kate Jones, MTL Director and all therapists for their commitment, hard work and for rising to the continuing challenges that the pandemic presents.

Music Therapy Lambeth's service provision continues with projects in the early years, primary, secondary and further education sectors as well as specialist areas such as supporting the migrant community, integrating a trauma informed approach and including more focus on diversity meeting the needs of the Black and Minority Ethnic, BAME service users, staff and stakeholders.

MTL continues to work with transdisciplinary teams across organisations, in order to support shared learning and interventions, providing an integrated practice. The service adaptation of using You Tube to provide videos of interventions for those in bubbles or working remotely enables staff and co-workers to continue and bridge support to people that are not always able to attend in person and provides extra skills to staff outside of therapy sessions.

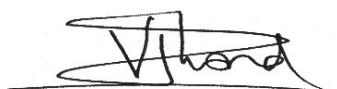
Music Therapy Lambeth continue to recognise the importance that all therapists are provided with a breadth of training and full supervision not only in relation to their clinical needs but for their wellbeing and mental health ensuring they feel well supported from the charity.

Looking ahead, MTL's strategy will continue to develop its response to the challenges of Covid-19 and the cost of living crisis and the impact this has on the most vulnerable communities. Strategic development includes service provision in secondary school education, specialist primary provision, early years and trauma informed music therapy. In addition, there will be a continued emphasis on providing a service that meets the needs of diverse communities, clients, partners and stakeholders.

MTL's Board of Trustees will continue to meet on a regular basis in person and via video, with additional contact for focussed projects. Many thanks to all trustees for their dedication and support over the last year. With special thanks to Steve Gillard, for his hard work and commitment to the development of MTL for many years.

Finally, MTL's Board of Trustees recognises the challenges of the cost of living crisis along with the ongoing considerations of Covid 19 and we continue to support MTL's Director and therapists to meet the needs through adapted service provision for those who are vulnerable in our communities.

ON BEHALF OF THE BOARD



Victoria Lord (Chairperson)

Date: ...15/11/22.....

DIRECTOR



Katherine Jones

Date: ...15/11/22.....



Report of the Trustees Year ended 04 April 2022

The trustees present their report with the financial statements of the charity for the year ended 04 April 2022. The trustees have adopted the provisions of the Statement of Recommended Practice for accounting and reporting by charities (2005) in preparing this report.

Objectives and Aims

The object of Music Therapy Lambeth (MTL) is to promote for the public benefit music therapy for the relief of physical and mental illness and disability, the alleviation of developmental, emotional, social and behavioural difficulties, and the protection and promotion of good health of children and adults in particular but not exclusively in the London borough of Lambeth.

The stated aims of MTL are:

- To provide a high quality, needs-led Music Therapy service for children and adults primarily within but not limited to the London borough of Lambeth
- To promote the growth and development of a comprehensive Music Therapy service primarily within but not limited to the London borough of Lambeth
- To focus on delivering safe practice within the guidelines and regulations of the British Association of Music Therapists (BAMT) and Health & Care Professions Council (HCPC)
- To liaise with other stakeholders to ensure communication and teamwork are key to sound service development and delivery

Significant Activities

This Trustees' Report provides an overview of MTL's activities in the year to 04 April 2022, one that continued to be impacted by the global pandemic. MTL's focus continued to be on the delivery of music therapy to the neediest children and families in nurseries, primary schools and special schools and colleges across Lambeth. Alongside this, we also recognised the effect of the pandemic on the wellbeing of school staff and have been mindful to support and empower our school communities in regrouping (see below). Our service addresses a range of emotional, behavioural, learning and communication needs experienced by children and adults in Lambeth, often with a focus on people from Black and Minority Ethnic and newly migrant communities.

At the start of April 2021, MTL were providing some online sessions to physically vulnerable adolescents but mainly in-person sessions within separate school 'bubbles'. This evolved to all in-person sessions by the Autumn term 2021 although many schools were concerned about rising levels of COVID-19 in the general population.

Some activities, developed to ensure the wellbeing and safety of MTL therapists during the COVID-19 pandemic, were sustained during this year such as:

- Increased online team meetings and support
- Collaboration with other Music Therapy services

Unusually for MTL there was a high turnover of Music Therapy staff during the year. This was due to one therapist going on maternity leave and one therapist moving back to their home country, New Zealand. Two separate rounds of interviews resulted in the successful recruitment of a maternity leave cover therapist -Lucy Osborne- and a new permanent therapist for Holmewood nursery, Jess Grieve. The total number of Music Therapists employed by MTL remained at six during 2021/22 (a total of 2.5 Full Time Equivalent (FTE) posts, a slight increase from 2020/21). Over the course of the year a volunteer has continued to provide administrative assistance to the Director and Committee. Mark Glentworth stood down following his second period as a Trustee for MTL on 06 September 2021. In line with new legislation -Keeping Children Safe in Education 2021- the Children protection policy was duly updated.

MTL provided trainings via zoom and in-person for its music therapists. Zoom trainings included:

- ❖ 'twilight' clinical skills sharing sessions
- ❖ Trauma informed practice (TIP)
- ❖ Guitar skills
- ❖ An introduction to working with children with Selective Mutism

Our first in-person training session took place at the National Theatre and included:

- A presentation from a chapter in 'Music Therapy & Autism across the lifespan'
- Peer supervision on a challenging new therapy group
- Presentation of a chapter on 'Families and children at Risk'
- Music Therapy and Adolescents.
- Feedback from a discussion on Music Therapy and Neuroscience Think tank



One therapist remained online due to COVID-19.

Beacon House Training

During the year most of our therapists have also attended the Beacon House Online Trauma training for professionals. This comprised 4 in-depth modules covering different types of trauma and their presentation, attachment theory and ideas for therapeutic work at different neurosequential stages. On completion a certificate was provided. This training required considerable commitment and active reflection on how this might enhance our work as therapists. This is a topic that we intend to revisit in order to imbed the learning in our practice.

Achievements

During the course of 2021/22 there were a total of 297 direct public beneficiaries of MTL's activities (recipients of music therapy) including 212 children (aged 0-16) and 17 young adults, 37 parents and 31 members of staff. This increase has been due to the resumption of near normal numbers of children within school services and the increased access to group and whole class sessions and parent inclusion in sessions.

Our YouTube channel, which began with videos recorded early in the pandemic with a co-therapist from Maytree nursery, has evolved further this year. Families have continued to access videos to make instruments, learn songs and continue singing and signing at home. These have been added to by other therapists in the team as children like seeing their particular therapist on you tube.

As nursery schools resumed more normal functioning and usual numbers of children returned to classrooms, we recognised that there was a need to celebrate coming back together as communities. Singing together as a whole nursery felt like the way to do this as well as providing therapeutic support to staff. Even a small amount of singing each day can ease anxiety and improve well-being and staff engaged in the groups reported that "they needed that" and felt a sense of relief that it was singing time. One particular song that became popular for young children during the COVID-19 pandemic was "Every little cell in my body is happy" which is a form of singing mantra to increase a sense of health and wellbeing. Another aim of these singing groups was to empower staff to lead the groups themselves and teach songs that reflected their cultural background. The picture of the YouTube clip below is of a song from Nigeria sung in Yoruba. The children very quickly picked up on singing in different languages including songs from Senegal and Italy.

Please click on the link below to view the videos.

<https://www.youtube.com/channel/UCqjZir4RoHkbXtEjJd5IJKA/videos>



At the beginning of the year the Walcot Foundation agreed to fund a repeat application for 3 years funding for the Early Years project and Larkhall Centre for Autism and Primary school. This has provided a sense of continuity and sustainability for the foreseeable future. Two other schools, Harris Academy Clapham, where we have provided a single session to one boy, and Jubilee Primary school, which has a hearing impairment unit and Autism base, have also made applications for funding to the Walcot Foundation.

MTL Strategy 2022/23

The impact of the COVID-19 pandemic continues to be felt in our communities and school staff report an uptick in Special Educational Needs that have not yet been assessed by professionals, impacting children's progress.

For the forthcoming year, 2022/23, the charity has the following strategic objectives:

- To continue to support vulnerable families affected by the pandemic by emphasising:
 - Community and family centred Music Therapy provision
 - Transdisciplinary practice, involving staff in generalisable MT techniques
 - The need for increased or improved musical activities in all environments to create positive relationships, a sense of community and to reduce anxiety levels
- To sustain and expand the reach of our service through a range of funding applications.
- To focus on awareness diversity issues including improving the diversity of our therapy team.

Music Therapy Lambeth

Registered Charity Number

1155566

Principal Address

9 Talmage Close
Forest Hill
London
SE23 3AE

Trustees

Ms Erika Dawkins
Ms Victoria Lord (Chair)
Rev Alison Kennedy
Dr John Strange (Secretary)
Ms Mary Suphi

Management Committee Members

Ms Erika Dawkins (Trustee)
Dr Katherine Jones (Director, MTL)
Mr Steve Gillard (Volunteer)
Rev Alison Kennedy (Trustee - Safeguarding lead)
Ms Victoria Lord (Trustee - Chair)
Dr John Strange (Trustee - Secretary)
Ms Mary Suphi (Trustee)

Independent Examiner

Revd Cpt Paul Fitzpatrick C.A. SCP
32 Waterer Rise
Wallington
Surrey
SM6 9DN

Banker

Barclays Bank PLC
Forest Hill Branch
1 London Road
London
SE23 3TR

Governing Document

The charity is controlled by its governing document, a constitution, and constitutes a Charitable Incorporated Organisation.

Reserves Policy

MTL has a Reserves Policy that specifies that MTL will aim to build and maintain sufficient reserves to support core running costs for a period of up to 6 months and try to ensure, that in the event of unexpected withdrawal of funds, economic crises and other unforeseen circumstances, the continuity of existing music therapy provision for vulnerable children and adults is brought to a safe conclusion. As of 04 April 2021, MTL's reserves stood at a total of £19,641.77. Our spend was £92,814.39 by 04 April 2022. Therefore, we hold 42.32% in reserves, estimating against an approximate £46,407 for six months of spend. This increased from 2020/21 which was 17.05% evaluating a £70,000 expenditure.



Music Therapy Lambeth
Charity No. 1155566
Annual Accounts
2021-22

Independent Examiner's Report to the Music Therapy Lambeth Charity No. 1155566

These accounts received by the trustees on 26 May 2022 and signed on behalf of the Board of Trustees by the Chair of Trustees and the Treasurer.

This report on the accounts of the trustees for the year ended 04 April 2022, which are set out on the following pages, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the trustees and examiner

As the members of the trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (The 2011 Act) does not apply.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act.
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

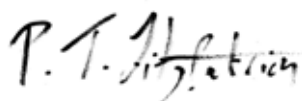
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in, any material respect, the requirements;

- to keep accounting records in accordance with Section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn

27 May 2022



Reverend Captain Paul Fitzpatrick C.A. SCP
32 Waterer Rise, Wallington, Surrey. SM6 9DN

Music Therapy Lambeth

Balance Sheet for the year ended 04 April 2022

	2022 £	2021 £
Fixed Assets		
Tangible fixed assets		
Investment assets		
Current Assets		
Debtors and prepayment		
Short term deposits		
Cash at bank and in hand	19,641.77	13,138.16
	<u>19,641.77</u>	<u>13,138.16</u>
Liabilities		
Amounts falling due within one year		
Net Current Assets	19,641.77	13,138.16
Amounts falling due after one year		
Net Assets	<u>19,641.77</u>	<u>13,138.16</u>
Funds		
Unrestricted	19,641.77	13,138.16
Restricted	<u>19,641.77</u>	<u>13,138.16</u>

Music Therapy Lambeth

Statement of Financial Activities for the year ended 04 April 2022

	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
INCOMING RESOURCES				
Grants				
Fees for charitable services (therapy)	99,318.00		99,318.00	76,575.00
Public fundraising				
Refund on fees				187.00
TOTAL INCOMING RESOURCES	99,318.00		99,318.00	76,762.00
RESOURCES EXPENDED				
Service provision	75,771.84		75,771.84	56,897.61
Management & administration	15,579.00		15,579.00	11,132.00
Professional supervision	1,041.00		1,041.00	1,146.00
Musical instruments	57.99		57.99	95.91
DBS checks	51.89		51.89	155.90
Publicity (website)				120.00
Software licence				115.10
Independent examiner	300.00		300.00	300.00
Hospitality				50.00
Interest payments				1.60
Fundraising costs				192.00
Parking	12.67		12.67	
TOTAL RESOURCES EXPENDED	92,814.39		92,814.39	70,206.12
NET INCOMING RESOURCES	6,503.61		6,503.61	6,555.88
NET MOVEMENT IN FUNDS IN YEAR	6,503.61		6,503.61	6,555.88
BALANCES BROUGHT FORWARD AT 5 April 2021	13,138.16		13,138.16	6,582.28
BALANCES CARRIED FORWARD AT 4 April 2022	19,641.77		19,641.77	13,138.16



MTL Accounting Policy

Notes to the Financial Statements

1 Accounting Policies

- 1a** *Financial statements* have been prepared under the applicable accounting standards and the Financial Reporting Standard for Smaller Entities SORP (FRSSE) 2015 issued by the Charity Commission.

Funds

- 1b** *Restricted funds* represent:
- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and
 - b) donations or grants received for a specific object or invited by the Trustee Board for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The Trustee Board does not usually invest separately for each fund.
- 1c** *Investment:* Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
- 1d** *Unrestricted funds:* These represent the funds of the Trustee Board that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Trustee Board.
- 1e** *Designated Funds:* Designated for a particular purpose by the Trustee Board are also unrestricted.
- 1f** The accounts include all transactions, assets and liabilities for which the Trustee Board is responsible in law.

Receipts

- 1h** *Voluntary income and capital resources*
- Donations are recognised when received by or on behalf of the Trustee Board. Funds raised by activities of the charity are accounted for as gross.
- Planned giving receivable under covenant is recognised only when received.
- Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.
- Grants and legacies to the charity are recognised as the Trustee Board is notified of its legal right and of the amount due and accounted for when received.

1i Other ordinary income

Dividends and interest are accounted for when receivable.

1j Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on annual revaluation of investments.

Payments

1k Grants

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the charity.

1l Management fees

The management fees cover a range of managerial duties including management supervision, (separate from clinical supervision), applying for funding and writing reports for funders, organising and providing CPD for the team, invoicing and liaising with schools about their MT provision.

1m MTL staff payments

MTL payments are aligned with academic terms and are made in arrears. The Director is paid last due to waiting for cheques to come in and ensuring others are paid first.

Fixed assets

1n Fixtures and fittings and office equipment

Equipment used within the charity is depreciated on a straight-line basis over 4 years. However, individual items of equipment with a purchase price of £5,000 or less are written off when the asset is acquired. There were no items of equipment with a purchase price of £5,000 or higher in 2021.

Investments

There were no investments at the year-end.

Current Assets

There are no short-term deposits at the year end.

1n Reserve Policy

MTL has a Reserves Policy that specifies that MTL will aim to build and maintain sufficient reserves to support core running costs for a period of up to 6 months and try to ensure, that in the event of unexpected withdrawal of funds, economic crises and other unforeseen circumstances, the continuity of existing music therapy provision for vulnerable children and adults is brought to a safe conclusion. As of 04 April 2021 MTL's reserves stood at a total of £19,641.77. Our spend was £92,814.39 by 04 April 2022. Therefore we hold 42.32% in reserves, estimating against an approximate £46,407 for six months' spend. This increased from 2020/21 which was 17.05% evaluating a £70,000 expenditure.

2 Fund Details

UNRESTRICTED

2A Unrestricted - General fund

DESIGNATED

2b There are no designated funds recorded in 2021

RESTRICTED

2c There are no restricted funds recorded in 2021