

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Soundwave Cumbria Limited

Cumbria CVS
Shaddongate Resource Centre
Carlisle
Cumbria
CA2 5TY

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for the Year Ended 31 March 2021

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The trustees have pleasure in presenting their report and financial statements of the charity for the year ended 31st March 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's objectives are to promote, maintain, improve and advance education for the benefit of the public, by developing public appreciation and understanding of music and all related art forms, including playing instruments, singing, composition, digital arts, dance and performance and by improving access to and the quality of the musical arts, primarily but not exclusively in Cumbria.

MISSION

Our mission is to offer musical opportunities and celebrate the power of music to engage communities, develop skills and enrich lives in West Cumbria.

VALUES

Providing open access to music
Realising and nurturing talent through music
Making a positive and lasting impact on lives
Working in partnership to effect positive change
Being respectful and understanding of others
Valuing the skills and experiences of our staff team and workforce and their role in fulfilling the mission

GOALS

Providing high quality participatory music making opportunities for vulnerable people.
Working with children and young people to discover their potential offering creative opportunities and developing musical skills.
Working with older people to improve their enjoyment of life.
Enabling people of all ages to discover their potential through engaging in participatory musical activities and performances.
Developing the practice of the workforce so we are reflective and constantly developing and delivering high quality programs.
Nurturing and developing talent at all levels, set challenges and build opportunities through our artistic programme.
Ensuring quality music leadership by providing high quality continuous professional development opportunities.
Providing clear and consistent progression routes for musicians and those working in music related fields.

OBJECTIVES AND ACTIVITIES

Achievements and Performance

Soundwave March 2020-2021

March 2020-

Pre Covid- we had been delivering weekly drumming sessions at Mayfield school

Moved all of our delivery online.

Started weekly live sessions on our private Facebook page and Instagram pages

Emma's course 'Changing culture programme' with Brathay Trust and University of Cumbria continues online.

Started a new series called 'Meet the Music'- where our participants could ask questions of professionals involved in the industry and a live video would be created for them to watch in their own time.

We began monthly catch-up meetings with our Music Hub to discuss future funding and possible partnership.

Emma attended Reaching Out Network meetings and strengthened connections with other arts and music organisations in the Northwest.

April 2020:

Our online youth activism project 'Hollr' hosted a virtual quiz for its followers.

Soundwave 'DisChord Vocal Group' continued to meet up weekly on zoom to practise new material.

May 2020-

We created our own 30-day challenge for participants to take part in online.

We hosted an online virtual festival with our participants called 'Quaranteen festival' this was on 30th May which would have been our showcase at Party In The Park in Workington.

June 2020

Hollr, West Cumbria Carers and Soundwave staff ran a Hollr Mental Health project online which worked with a professional psychotherapist, supporting our participants throughout the pandemic.

We started a new weekly session around song writing on Zoom. (Which engaged young people from across Cumbria)

We also invited young people from other music projects across the Brighter Sounds Network to take part.

Suicide awareness training with 'Every Life Matters'

September 2020-

We created an online booking system for participants to come to face to face sessions and adapted our spaces to fit COVID requirements.

We started face to face delivery at our Whitehaven and Workington sessions.

November 2020

Soundwave hired 2 new young people to work on their Hollr Team, conducting interviews online.

February 2021

Soundwave took part in the Cumbrian Share Sound project, which brought together a virtual ensemble of young musicians from Cumbria. (In association with Orchestras Live, Royal Philharmonic and Cumbria Music Education Hub).

March 2021-

OBJECTIVES AND ACTIVITIES

We worked alongside Hello Future to deliver some educational seminars for young people thinking about studying music at university or college. See live interview here: [Your Next Steps in Music \(Further Education\)](#)

April 2021:

Our in-person sessions were back at Workington and Whitehaven (Including the choir). We also included our song writing sessions in our weekly delivery, which allows young people to join in remotely and in person.

Public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit in reviewing the Charitable company's aims and objectives and in planning future activities. In particular, the trustees consider the planned activities will contribute to the aims and objectives they have set. The trustees confirm that public benefit has been provided by the advancement of education for the benefit of the public, in ways described under 'objectives and aims'.

ACHIEVEMENT AND PERFORMANCE

Soundwave continues to be a strategic member of the Cumbria Music Education Hub, an Arts Council funded national initiative for the advancement of music education for young people.

Soundwave team and trustees have developed a high-level plan outlining development over the next five years. Work has begun with the Centre for leadership performance to strengthen Soundwaves board and organisation.

FINANCIAL REVIEW

At the end of the financial year 2020/21 the organisation had unrestricted reserves of £74,255 , which represents more than 6 months operating costs at current expenditure levels. The organisation ideally needs 6 months of operating costs in reserves, which amounts to approx. £50,000.. To maintain the level of reserves required the organisation is reviewing costs and structure, also will seek additional income through grant funding, trusts and foundations, private/corporate giving and earned income as necessary.

FUTURE PLANS

Continue the growth and reach of our programme running from the Theatre Royal.

Recruit new board members

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The management of the charitable company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association. All trustees give their time voluntarily and receive no benefits from the charitable company.

Appointment of Trustees

The trustees were re-elected following the Annual General Meeting in September 2020. Sarah Dockeray was formally accepted onto the board of trustees.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

LEGAL STATUS

The charity is a registered company limited by guarantee, governed by its Memorandum and Articles of Association. The Company's registration number is 6190454 and its charity registration number is 1156396.

The organisation was incorporated as a Company limited by guarantee on 28th March 2007 and was granted charitable status on 27th March 2014.

ORGANISATIONAL STRUCTURE

The Board, who meet at least every quarter, provides strategic direction for the organisation. The Director is appointed by the Board to manage the day to day operation of the organisation.

The Director has the delegated responsibility to make day to day decisions and communicates this information to the Chair of the Board by way of regular supervision meetings and quarterly Board meetings. From time to time Board members are required to respond to specific questions or items.

The Director reports to The Board during quarterly Board meetings. Each project has a nominated lead responsible for the management and delivery of outcomes as stated in the funding agreement or service level agreement between the organisation and the partner/purchaser. The nominated lead is responsible for ensuring that all outcomes are achieved, the project is delivered within budget and in agreed timescales. Each project has its own budget, which is created by the nominated lead and agreed with the Director. Progress towards outcomes is monitored during monthly supervisions between the Director and the nominated lead and Finance Officer.

Quarterly planning sessions take place between the Director and the program team, supported occasionally by the Chair of the Board or other Board member. This process helps to identify partnership opportunities or funding requirements. The Director is responsible for business planning and strategic planning along with the Board of Trustees.

Risk Management

To ensure that the financial resources are safeguarded the Director meets regularly with the Board to plan and monitor financial reporting.

Right Balance Accounting are our designated accountants.

Sage accounting software is used to maintain financial records along with a regularly updated cash flow forecast and budgets for each cost center/department. This enables remedial action to be taken where necessary and appropriate.

Staff are trained in Health and Safety, First Aid and Safeguarding to Level 2. Ian Alcock is the designated person responsible for overseeing Safeguarding matters. Soundwave has appropriate levels of insurance as per legal requirements, which is procured through Markel Insurance Brokers.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06190454 (England and Wales)

Registered Charity number

1156396

Registered office

28 Wilson Street
Workington
Cumbria
CA14 4AZ

Soundwave Cumbria Limited

Report of the Trustees
for the Year Ended 31 March 2021

Trustees

M J Forbes Company Director
A Rutter Trustee - Appointed Chair 09.07.2018
I Hinde Trustee
Ms C Cremins Trustee
A Phillips Trustee
I Alcock Trustee
S Dockeray (appointed 9.11.20)

Company Secretary

Mrs T Forbes

Independent Examiner

Cumbria CVS
Shaddongate Resource Centre
Carlisle
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COMPANY STATUS

The charity is a company limited by guarantee and has no share capital. The members of the company are the trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

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

Approved by order of the board of trustees on 27 September 2021 and signed on its behalf by:

 27.9.2021

A Phillips - Trustee

Independent examiner's report to the trustees of Soundwave Cumbria Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

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.

Alan Stubbs
Chartered Management Accountant (FCMA)
Cumbria CVS
Shaddongate Resource Centre
Carlisle
Cumbria
CA2 5TY

Date:

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	1	1	307
Charitable activities	4				
Charitable Activities		29,500	97,015	126,515	127,943
Other trading activities	3	-	-	-	10,603
Total		<u>29,500</u>	<u>97,016</u>	<u>126,516</u>	<u>138,853</u>
EXPENDITURE ON					
Charitable activities	5				
Charitable Activities		6,327	85,285	91,612	124,062
NET INCOME		<u>23,173</u>	<u>11,731</u>	<u>34,904</u>	<u>14,791</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		51,082	16,044	67,126	52,335
TOTAL FUNDS CARRIED FORWARD		<u><u>74,255</u></u>	<u><u>27,775</u></u>	<u><u>102,030</u></u>	<u><u>67,126</u></u>

Balance Sheet
31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
CURRENT ASSETS					
Debtors	10	-	-	-	60,000
Cash at bank		74,333	73,633	147,966	108,615
		<u>74,333</u>	<u>73,633</u>	<u>147,966</u>	<u>168,615</u>
CREDITORS					
Amounts falling due within one year	11	(78)	(45,858)	(45,936)	(101,489)
		<u>74,255</u>	<u>27,775</u>	<u>102,030</u>	<u>67,126</u>
NET CURRENT ASSETS					
		<u>74,255</u>	<u>27,775</u>	<u>102,030</u>	<u>67,126</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>74,255</u>	<u>27,775</u>	<u>102,030</u>	<u>67,126</u>
NET ASSETS					
		<u>74,255</u>	<u>27,775</u>	<u>102,030</u>	<u>67,126</u>
FUNDS	12				
Unrestricted funds				74,255	51,082
Restricted funds				<u>27,775</u>	<u>16,044</u>
TOTAL FUNDS				<u>102,030</u>	<u>67,126</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.


The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 27 September 2021 and were signed on its behalf by:

 27.9.2021

A Phillips - Trustee

Notes to the Financial Statements
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	31.3.21	31.3.20
	£	£
Donations	1	307
	<u>1</u>	<u>307</u>

3. OTHER TRADING ACTIVITIES

	31.3.21	31.3.20
	£	£
Earned and Matched Income	-	10,603
	<u>-</u>	<u>10,603</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.21 £	31.3.20 £
Grants	Charitable Activities	<u>126,515</u>	<u>127,943</u>

Grants received, included in the above, are as follows:

	31.3.21 £	31.3.20 £
National Council for Youth Music	31,674	34,969
Cumbria Youth Alliance	14,900	10,000
Sellafield Limited	55,000	60,000
BBC Children In Need	7,341	9,874
Cumbria County Council	8,600	8,600
Cumbria Music Education Hub	9,000	4,500
	<u>126,515</u>	<u>127,943</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Charitable Activities	<u>89,211</u>	<u>2,401</u>	<u>91,612</u>

6. SUPPORT COSTS

	Governance costs £
Charitable Activities	<u>2,401</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.21 3	31.3.20 3
Staff	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	307	-	307
Charitable activities			
Charitable Activities	17,100	110,843	127,943
Other trading activities	10,603	-	10,603
Total	28,010	110,843	138,853
EXPENDITURE ON			
Charitable activities			
Charitable Activities	4,461	119,601	124,062
NET INCOME/(EXPENDITURE)	23,549	(8,758)	14,791
RECONCILIATION OF FUNDS			
Total funds brought forward	27,533	24,802	52,335
TOTAL FUNDS CARRIED FORWARD	51,082	16,044	67,126

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade debtors	-	60,000

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade creditors	1,262	4,215
Accruals and deferred income	42,674	95,274
Accrued expenses	2,000	2,000
	45,936	101,489

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	51,082	24,013	75,095
Community Choir	-	(840)	(840)
	<hr/> 51,082	<hr/> 23,173	<hr/> 74,255
Restricted funds			
Youth club	10,147	(5,247)	4,900
Hollr	5,897	13,750	19,647
Route A66	-	3,228	3,228
	<hr/> 16,044	<hr/> 11,731	<hr/> 27,775
TOTAL FUNDS	<hr/> <hr/> 67,126	<hr/> <hr/> 34,904	<hr/> <hr/> 102,030

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	29,500	(5,487)	24,013
Community Choir	-	(840)	(840)
	<hr/> 29,500	<hr/> (6,327)	<hr/> 23,173
Restricted funds			
Youth club	10,341	(15,588)	(5,247)
Hollr	55,001	(41,251)	13,750
Route A66	31,674	(28,446)	3,228
	<hr/> 97,016	<hr/> (85,285)	<hr/> 11,731
TOTAL FUNDS	<hr/> <hr/> 126,516	<hr/> <hr/> (91,612)	<hr/> <hr/> 34,904

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	27,506	15,693	7,883	51,082
One Off Projects	-	4,783	(4,783)	-
Tuck Shop	27	-	(27)	-
Community Choir	-	3,073	(3,073)	-
	<u>27,533</u>	<u>23,549</u>	<u>-</u>	<u>51,082</u>
Restricted funds				
Yan Tyan Tethre Methre	19,753	(19,753)	-	-
Youth club	5,049	5,098	-	10,147
Holhr	-	5,897	-	5,897
	<u>24,802</u>	<u>(8,758)</u>	<u>-</u>	<u>16,044</u>
TOTAL FUNDS	<u>52,335</u>	<u>14,791</u>	<u>-</u>	<u>67,126</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	17,437	(1,744)	15,693
One Off Projects	4,993	(210)	4,783
Community Choir	5,580	(2,507)	3,073
	<u>28,010</u>	<u>(4,461)</u>	<u>23,549</u>
Restricted funds			
Yan Tyan Tethre Methre	34,969	(54,722)	(19,753)
Youth club	15,874	(10,776)	5,098
Holhr	60,000	(54,103)	5,897
	<u>110,843</u>	<u>(119,601)</u>	<u>(8,758)</u>
TOTAL FUNDS	<u>138,853</u>	<u>(124,062)</u>	<u>14,791</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	27,506	39,706	7,883	75,095
One Off Projects	-	4,783	(4,783)	-
Tuck Shop	27	-	(27)	-
Community Choir	-	2,233	(3,073)	(840)
	<u>27,533</u>	<u>46,722</u>	<u>-</u>	<u>74,255</u>
Restricted funds				
Yan Tyan Tethre Methre	19,753	(19,753)	-	-
Youth club	5,049	(149)	-	4,900
Hollr	-	19,647	-	19,647
Route A66	-	3,228	-	3,228
	<u>24,802</u>	<u>2,973</u>	<u>-</u>	<u>27,775</u>
TOTAL FUNDS	<u>52,335</u>	<u>49,695</u>	<u>-</u>	<u>102,030</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	46,937	(7,231)	39,706
One Off Projects	4,993	(210)	4,783
Community Choir	5,580	(3,347)	2,233
	<u>57,510</u>	<u>(10,788)</u>	<u>46,722</u>
Restricted funds			
Yan Tyan Tethre Methre	34,969	(54,722)	(19,753)
Youth club	26,215	(26,364)	(149)
Hollr	115,001	(95,354)	19,647
Route A66	31,674	(28,446)	3,228
	<u>207,859</u>	<u>(204,886)</u>	<u>2,973</u>
TOTAL FUNDS	<u>265,369</u>	<u>(215,674)</u>	<u>49,695</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1	307
Other trading activities		
Earned and Matched Income	-	10,603
Charitable activities		
Grants	126,515	127,943
Total incoming resources	126,516	138,853
EXPENDITURE		
Charitable activities		
Wages	67,935	77,329
Rates and water	18	1,100
Insurance	1,327	1,247
Telephone	976	699
Advertising	716	3,922
Training	20	981
Travel	-	1,303
Sub Contract Fees	12,371	22,331
Materials Instruments and Eqpt	627	1,951
Venue Hire	180	3,926
CRB Checks	209	-
Premises Costs	3,854	3,472
Office Supplies	68	24
Equipment Hire and Purchases	232	22
Meeting and Hospitality Costs	30	55
Website Costs	-	1,267
Subscriptions	-	232
Events & Performances	72	958
Evaluation	-	640
IT Support	576	-
	89,211	121,459
Support costs		
Governance costs		
Accountancy fees	2,000	2,000
Legal fees	401	603
	2,401	2,603
Total resources expended	91,612	124,062
Net income	34,904	14,791