

THE SOUNDROOM COMMUNITY MUSIC PROJECT

England & Wales · Charity number 1157494

Details

Status Registered

Legal form CIO

Registered 2014-06-17

Register [View on the Charity Commission register](#)

Contact

Address Redheugh Studios
Cuthbert Street
Gateshead
Tyne And Wear
NE8 1PH

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Website www.thesoundroom.org.uk

Activities

Objects: TO ADVANCE EDUCATION IN MUSIC AND THE ARTS BY THE ESTABLISHMENT AND MAINTENANCE OF A VENUE IN GATESHEAD FOR THE PUBLIC BENEFIT

Activities: The Soundroom is a community music charity which offers music and arts activities for a range of participants, including adults with learning disabilities, children, young and older people. The Soundroom also provides affordable rehearsal and recording facilities. The charity works for the public benefit and aims to advance education in music and the arts in Gateshead and surrounding areas.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Disability, Arts/culture/heritage/science, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Gateshead

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£100,426	£86,041	-	-
2024-03-31	£57,703	£51,077	-	-
2023-03-31	£50,871	£55,107	-	-
2022-03-31	£39,040	£53,391	-	-
2021-03-31	£50,906	£57,908	-	-

Trustees

Name	Role	Appointed
BARBARA DONKIN		2016-11-01
JUSTIN HANCOCK		2014-02-18
LISA LEONARD		2016-04-01
Stephen Ferrell		2024-01-22

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England & Wales - Charity number 1157494

Accounts



THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2025

Charity Number 1157494

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2025

The Trustees are pleased to present the Annual Report together with the financial statements of the Charity for the period ended 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 Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities, preparing their accounts in accordance with the Financial Reporting Standards, applicable to the UK and Republic of Ireland(FRS 102)[effective 1st January 2019].

The Board of Trustees has referred to the Charity Commission's guidance on public benefit when reviewing the Charities objectives and planning its future activities. This Annual Report aims to demonstrate the link between our charitable activity and how this benefits our service users.



Photograph of The Soundroom original recording studio in the 1980's

1. OUR HISTORY

The Soundroom was originally set up as a recording resource for The Deckham Music Collective (DMA) in 1985, under the ethos of an affordable and accessible way to make, perform and record music for local people. The project has a unique social history as it is one of the few remaining community projects left from the 1980's. It has been housed in a few different venues over the years before settling at its current

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location in the year 2000; the Old Redheugh Library building, one of the first community libraries in Gateshead.

The Soundroom Community Music Project was subsequently founded as a standalone project in the year 2000, part of the millennial projects and became a non-profit Charitable Incorporated Organisation (CIO) in 2014. Responsibility of the building was transferred to the Charity in the form of a 35-year lease from the local authority in 2019.

2. OBJECTIVES AND ACTIVITIES

The Charity continues to provide a vital space for music expression and learning, reinforcing the value of arts engagement in supporting people's well-being.

We believe that access to music and the arts greatly improves the quality of life for people in our community.

The Charity works for the public benefit and aims to provide a high quality resource for the development of music and the related arts for the residents of Gateshead and surrounding areas, identify and meet musical needs of different age groups in our community; elderly people, disabled people, families, children, and young people, and focus the project on marginalised and/or vulnerable groups, including those from deprived socio-economic backgrounds.

As we continue on our journey, we remain committed to making a significant and lasting positive impact on the health and wellbeing of all our participants, particularly those facing social isolation, mental health challenges, and economic hardship.

Our participants come from wide range of backgrounds, with a significant proportion living in areas of deprivation. Many participants experience complex and overlapping needs, including long-term mental health conditions, disabilities, life-limiting health conditions, and financial insecurity.

3. OUTCOMES AND AIMS

The outcome of the Charity is to:

- Enrich the lives for people, groups and communities through music and related arts.
- Provide vibrant opportunities to participate in musical experiences and guide people through their musical journey.
- Create a truly inclusive space at the heart of the community with modern facilities.
- Be a resilient, focused, and well-managed Charity.

And the Charity wishes to achieve these outcomes in with the following aims:

- Increase participation amongst groups who are less likely to engage in culture.
- Grow the program of opportunities in response to users' needs and aspirations.

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For the year ended 31 March 2025

- Invest in capacity, facilities, equipment as well as strengthen governance and operations.

4. ACHIEVEMENTS AND PERFORMANCE

This has been our busiest year to date, and the Charity has continued to make a significant positive impact in improving and learning new skills and the health and well-being of our community over the past year.

a) Group Activities

1. **Loud & Proud Drumming** (20 sessions)
2. **Music Cafes** Monday & Thursdays (84 sessions)
3. **Guitar Social** Group (42 sessions)
4. **Community Chest** - mental health and well-being groups (82)
 - Mix Motions DJ workshops – Tuesday Afternoon
 - Music 4 Mental Health sessions Thurs Afternoon
 - Under 25's music workshops –
5. **Collective Sounds Research Group** (12 session)
6. **Youth Nights - Free Rehearsal** – (80 sessions)
7. **Gateshead Youth Music Nights** – (46 sessions)
8. **Soundees Group**- Afterschool music and breakdancing group (44 sessions)
9. **Afternoon Tea Party** (6 sessions)
10. **Music for Mental Health** (48 sessions)
11. **Warm Welcome Space** (30 sessions)

b) Additional Activities

12. **Community Recording** one to one sessions (160)

c) Festivals/ Events

1. Youth\Music Festival Gateshead Youth Music - May 2024
2. Star & Shadow Cinema Youth Music Showcase - March 2025
3. Late Shows Cultural Event May - 2024
4. MOBO Fringe Event February - 2025

We are thrilled to share that the organisation delivered 556 professional learning, development, and community music sessions totalling an incredible 1,668hrs of creative music-making this year.

These sessions were consistently well attended, with up to 175 individual attendances recorded across our weekly studio programme, reflecting strong community interest and ongoing participation.

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For the year ended 31 March 2025



Community Learning & Well-being Activities

The ever-popular **Music Cafes** are well attended on both days, with two separate volunteer bands – Mondays are led by our long-standing volunteers. The band perform regular set lists for the first half of the session and after a short break, service users sing their requested songs with the band during the second half of session

Thursdays are led by our newer volunteers, who perform their set lists during the first half and after collecting the requested songs from the service users, enable the service users to sing karaoke along to their favourite tracks.

Percussion instruments, electric drum kit and keyboard are set up and available for use by service users at both sessions.

Our weekly **Guitar**

Social drop-in sessions for the local community continue to be popular with people of differing ages and from all walks of life. This group is led by a prior youth member of the Soundroom, who facilitates this group in addition to running his own Guitar Tuition School.



Guitar Social group

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Gid night for our Youth Music

We currently run two open-access youth groups, and a free rehearsal night for Youth Bands we have also continued to deliver term-time activities for young people thanks to funding from the Community Foundation and Barbour Foundation.

Tuesday After-School Breakdance and Music Group called **The Soundees** for Key Stage 2 children, and Thursday **Gateshead Youth Music Night** for young people aged 14–18.

Both sessions are facilitated by Soundroom and skilled freelancer staff, including a local singer-songwriter, a mental health music practitioner, an occupational therapist, and staff members who act as Lead Safeguarding Officer and Sound Engineer/Drummer. All facilitators hold up-to-date safeguarding training. This year's sessions have centred on music creation and recording opportunities. The funding received has not only covered essential core costs but has also enabled us to create a welcoming and supportive environment, where young people are encouraged to explore their musical talents through songwriting, studio recording, music jamming, and professional skills workshops for instrument tuition. Delivered in a relaxed and inclusive setting, these activities have helped participants build confidence and develop valuable skills that contribute to their personal growth and overall well-being.

Both sessions are fully subscribed every week and attended by a diverse group of children and young people with a wide range of abilities. Healthy fruit, snacks, and refreshments are provided at each session, helping to support participants who may be affected by food insecurity.

In addition to our term-time provision, we have also delivered holiday clubs as part of the **Brighten Your Day Scheme**. During these sessions, over 20 children worked alongside professional education, musician and dance choreographers, the children developing creative skills, confidence building, and overall positive wellbeing.

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Celebrating the MOBOs 2025

The Soundroom Tuesday after-school music and dance club, in partnership with, Glow Newcastle and Tyneside Cinema were invited to collaborate on a brand-new music video and documentary, made by young people from across the region. The work was inspired by a song from Mercury Prize winning ensemble Ezra Collective and the music choice was especially poignant for us as the Ezra Collective often speak about the importance of access to '*great youth clubs*' in shaping their own creative careers. Our talented young people were given the opportunity to see themselves represented on the big screen at Tyneside Cinema, and as part of the wider national MOBO event hosted here in the region where they attended the premiere of their music video at Tyneside Cinema. There was also a documentary screening, local musician performances and a Q&A, giving audiences a behind-the scenes look at how the whole creative experience came together.

It was a tremendous opportunity for our little Charity, joining a powerful celebration of youth creativity, through working in collaboration with regional arts organisations, and receiving much appreciated recognition of what happens in our own accessible arts space.

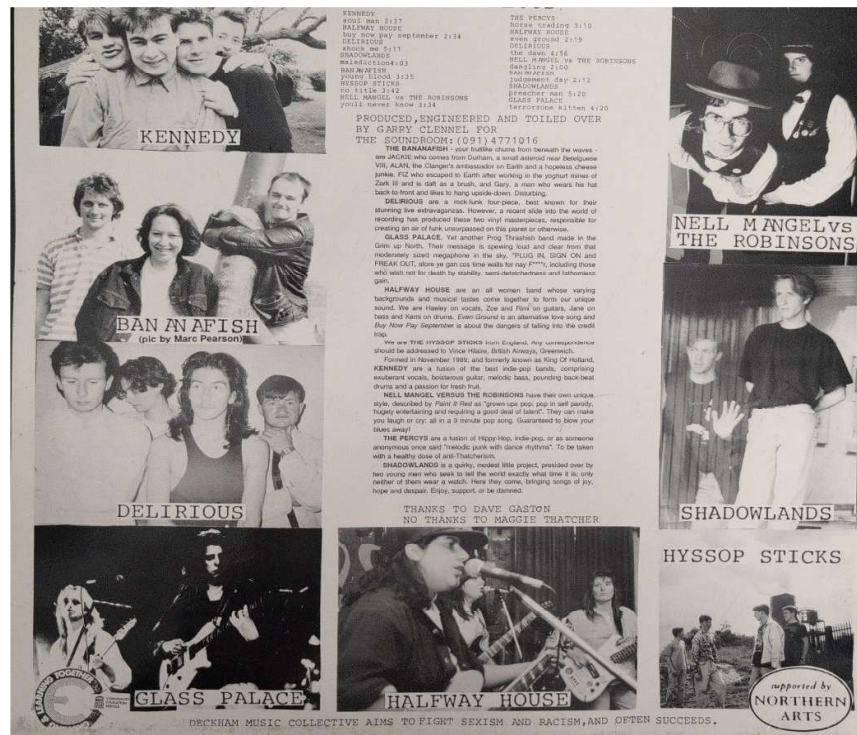
The young people reflected on the event saying it was incredible,

- "I liked everything to do with the MOBOs it was fun, a new experience and gave us new opportunities that we've not had before. I felt part of something really big."
- "I liked listening to the people talking about what they do for jobs it was good hearing about the exciting jobs they do."
- "It was good to see people like us and hear them talking about how they got really good at stuff like dancing and music and not to give up."

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Photograph of Young Blood album cover recorded at The Soundroom in 1989

Community Heritage Project

Our new National Lottery Heritage project *Collective Sounds* celebrating our 40-year history of community music-making, was launched at The Late Shows in 2024 is now underway and the new **Collective Sounds Research Group** successfully completed several outreach sessions, actively informing the local community about the project and our full range of planned activities. As awareness of the heritage-funded initiative has grown, we have been delighted to see the emergence of many wonderful stories and personal recollections connected to the music-making project's early days in Deckham. Both volunteers and staff have also benefited from professional training in archiving methods, delivered by Tyne & Wear Museums local archives and museums staff, further strengthening our capacity to preserve and share the project's rich history.

This project has become a popular conversation starter among our participants, sparking renewed interest and engagement from both current and former users. We have been delighted to welcome back individuals who previously benefited from the project some returning to use our rehearsal rooms, and in one notable case, even rejoining us as a volunteer. Due to newly discovered musical archive material, the project has been extended for another year. This extension will support our ongoing research goals and enable us to catalogue and preserve the expanding collection of musical archives for future generations to listen to.

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Interviews exploring how The Soundroom was formed as part of Deckham Music Collective (DMC) have begun, and black and white photo digitisation has been completed. We aim to culminate the project with an exhibition and celebration of youth music history at our next Late Shows event in May 2025, followed by a further external exhibition in the summer.

Community Chest – Thanks to UKSPF funding from Gateshead Council, this year has seen a truly transformative growth in community music-making offer, bringing people together and opening up new creative opportunities.

This led to the introduction of several accessibility music sessions including.

- **Mix Motions DJ** workshops
- **Music 4 Mental Health** sessions
- **Under 25's music** workshops

Warm Welcome Space

Further to receiving a Warm Spaces grant from Gateshead Council, and as part of Gateshead's Warm Space Network, we provided a Warm Welcome Space from October 2024 to March 2025. This included our Cinema Club and Guitar Socials held every Wednesday afternoon, and our new creative **WordBank** sessions ran by some amazing volunteers, held on Friday evenings - an open mic for all ages, a chance to share poems/raps/stories or any other wordy things. Both sessions offered a warm, welcoming environment with film screenings, alongside free hot drinks, snacks and buffet food.

Thanks to Barchester group 6 themed **Afternoon Tea Dances** were organised by volunteers, with an offer food and refreshments all served on vintage tea and coffee sets with live music entertainment and a film screening.

Rehearsal and Recording

Providing affordable rehearsal and recording space continues to be a high priority for the Charity which due to a trial of extended opening

Special acknowledgement to Skipton Building Society who provided much needed grant funding to replace and renew essential music equipment.

We have 20 plus regular weekly rehearsal band customers with opportunity for additional rehearsal times being easily booked via the online booking app. Even with the slight increase in charges for renting space, the continual bookings show that we remain affordable and often a first choice for our local community groups and general public.

As a result of all the hard work our staff and volunteers put into ensuring our facility is ready and welcoming to all who use our rehearsal facilities, we have continued to

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deliver on our charitable values of providing affordable spaces as well as raising important core costs to ensure future sustainability of the Charity. This income revenue continues to steadily rise particularly now the online booking system for rehearsals and community space is familiar to our bookers.

Our recording studio bookings continue to serve our diverse community, popular with local songwriters, local primary schools, youth groups and the Jewish community.

Building

Building repairs and refurbishment continued throughout the year to ensure our premises remain accessible, safe, secure and welcoming for all users. Essential maintenance was prioritised, including the installation of a new fire alarm system and control panel, made possible through the support of Community Foundation Gateshead's Community Infrastructure Fund and Persimmon Homes Grant, alongside planned improvements to enhance the overall appearance and functionality of the building. These works ensure that our facilities remain fit for purpose and continue to support the diverse range of people participating in our community music activities. Smaller-scale maintenance works were carried out throughout the year with invaluable support from our dedicated volunteers.

Our bold plans to pursue capital development have come to fruition. Through securing support from a range of funders for our raising the roof project, we are now able to progress with the redevelopment of our building. Work has now commenced on the most severely damaged sections of the roof. This funding will ensure the building remains watertight for current users and, through core funding support, will enable our part-time staff member to focus on further fundraising activities to help deliver additional capital works.

Future redevelopment will focus on create additional space to showcase live music- and arts-based events, alongside a much-needed dedicated social seating and refreshment area. A strong focus on fundraising has been central to achieving this milestone. The Trustees are pleased that grant funding was secured from Awards for All and Sir James Knott Trust to begin the 'Raise the Roof' campaign journey for a full roof replacement.

Building maintenance and improvements continue to remain an ongoing financial challenge for the Charity; however, the Trustees recognise the importance of maintaining a safe and secure building to support long-term sustainability. Looking ahead, along with the full replacement of the roof area, together with upgraded insulation, to improve energy efficiency, reduce running costs and ensure the long-term protection and sustainability of the building.

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Staffing & Volunteers

Our small, dedicated staff duo supported by our dedicated band of volunteers have gone above and beyond to ensure the Charity's continuance in the expanding of our programme of activities.

This means that **'whatever your sound'** music continues to be heard throughout our community building from 10am to 10pm most days.

Volunteer Contribution

Community music would not be possible at The Soundroom without acknowledging the support received by over 30 volunteers this year. Our dedicated volunteer team have pledged over 2500 hours of their time to ensure our community building remains open from 10am - 10pm weekdays and occasional weekends. This dedicated group of volunteers, both from within our local community, user groups and further afield, continue to contribute time to ensure the Charity is supported in whichever way it is required.

Learning & Development

Staff and keyholder volunteers have updated Fire Warden Safety Training, Health & Safety training and Safeguarding Leads have undertaken Level 3 Safeguarding training. A Trustee has undertaken their Level 2 & 3 Safeguarding training. We have continued to offer hosting work experience programmes for University, college and school students.

Inclusion, Diversity and Equality

- The Charity aims to work with all areas of our community, regardless of age, disability, gender, race, religion or beliefs, and sexual or gender preference.
- We support clients with mental health issues to express themselves through spoken word, singing and recording sessions.
- We also thank our project funders for the year

5. PLANS FOR THE FUTURE

Following on from our successful grant applications, the Trustees plan to continue the capital building development work in 2025/26, hoping that a range of funders will be able to support our redevelopment work. This will enable us to increase our capacity to include more young people and adults and give us additional space to showcase music and arts based events, and provide a much-needed dedicated social seating and refreshment zone.

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Both Trustees and staff continue to work towards providing a greater range of services for all, whilst maintaining the very popular present activities that are well attended by the local community. We continue to be a not-for-profit Charity, additional revenue, fundraising, donations or support is put back into providing activities and services for our community.

We additionally hope that by securing more funding to support our employees and to continue to grow our organisation to meet the needs of our community.

- Building repairs and refurbishment will continue to ensure the premises remain accessible, safe, secure and aesthetically pleasing for all users
- Strengthening our governance, with improvements to Trustee induction and development
- Recognising the need to better understand and demonstrate the impact of our hard work, by strengthening our use of quantitative data collection methods
- Continue to explore ways of working towards greater financial sustainability
- Developing our existing charitable offer to include additional provision for much needed social and wellness projects for mental health and well-being. Tuition services, opportunities for playing a musical instrument are open to all, especially for young people.
- Expanding our refreshment offer with feasibility for refurbishing the kitchen to accommodate launching a hot food service in our community café
- Accrediting our real living wage employer status
- Securing significant grant funding to develop our capital building plans, services and community activities
- Developing a new three-year strategy

6.CUSTOMER AND VOLUNTEER FEEDBACK

We've been receiving increasing feedback from our customers, and below is a selection of their comments:

"The Soundroom is the most important place in my life. I have anxiety and multiple health problems and this is the only place I feel comfortable going to that I am able to join in and listen to music."

"I didn't know about the Soundroom a year ago, now I do I feel like the world is a better place to live in."

"The place needs more recognition, it offers so much support to people like me, everywhere is closing and reducing the services especially in mental health but thankfully this place keeps going."

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“People have time to listen to me at the Soundroom, I meet up with other people who understand about life being difficult sometimes, I always feel better after being at the Soundroom”

“The Soundroom caters to so many different people, it is fantastic place a real gem and such great value for money, they even offer free music activities to the community”

7. ENVIRONMENTAL IMPACT REVIEW

As a Charity with the community at its heart, we are committed to providing a better life experience for all. That is why we are prioritising becoming a greener Charity and making sure we implement Environmental and Sustainability Strategies. The Soundroom acknowledge the connection between the climate and environmental crises. We recognise our responsibility to reduce both our carbon and environmental footprint and commit to be an environmentally responsible Charity. To achieve this, we commit to the following actions:

Our Commitment:

1. The Soundroom has appointed the Centre Manager to take responsibility for enacting and reporting on its commitment to becoming an environmentally responsible organisation.
2. Staff, volunteers and contractors will be expected to help The Soundroom in carrying out its aim of being an environmentally responsible organisation, particularly in the way they carry out their day-to-day duties.
3. Induction procedures for new staff/volunteers/contractors will include information on the Charity's environmental practices.

8. FINANCIAL REVIEW

The review of the financial year to 31st March 2025 shows the project generated income of £100,426 (2024: £ 57,703) which comes from a range of different sources. Earned income through room rental, rehearsals and recording, and café sale, ticket sales, Donations and Public Grants.

The financial position for the year was net incoming funds of £100,426 (2024: £57,703) and total outgoing resources of £86,041 (2024: £ 51,077). This leaves total funds of £45,815 (2024: £ 31,430), of which £20,660 is restricted (2024: £ £11,787) and £25,155 (2024: £19,643) is unrestricted.

Reserves Policy

It is the policy of the Charity to try to build up free reserves of the Charity, (unrestricted funds not invested in tangible fixed assets) to a level that equates to approximately six

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For the year ended 31 March 2025

months of expenditure. This will provide enough funds to cover management and administration support costs and any emergencies that may arise from time to time.

At 31 March 2025 the free reserves were £19,028 (2024: £19,643) which equates to approximately four months of expenditure.

9. REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS

Charity Name	The Sound Room Community Music Project CIO
Registered Charity Number	1157494
Registered Office and Operational address	Redheugh Studios, Cuthbert Street, Gateshead, NE8 1PH
Trustees	Justin Hancock Lisa Leonard Barbara Donkin Stephen Ferrell

10. STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Incorporated Organisation - Foundation Model - whereby the only voting members are the Charity Trustees. We have adopted the Charity Commissions Model Constitution to ensure we comply with the Charities Act 2011 (the 2011 Act) and the General Regulations. This helps us to ensure we:

- Reflect recommended best practice
- Are legally compliant

Trustees are appointed for their individual knowledge, experience and skills that are considered essential to ensure the Charity's effective administration and its continued sustainability, growth and development. Trustees are appointed by the Board of Trustees in a properly convened meeting. Trustees are also screened using a needs and skillsets assessment. This approach enables us to:

- Ensure we do have a range of Trustees from diverse professional backgrounds to build knowledge and
- skills

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For the year ended 31 March 2025

- Mitigate any potential risks or threats to the Charity, as far as possible; and
- Reduce, as far as is possible, the potential for any conflicts of interest with each Trustee and their existing professional occupations.

Organisation

The Trustees meet each quarter and deal with the administration of the Charity encompassing the strategic vision, financial accountability and risk management. The operational management of the organisation is undertaken by the paid staff team.

Risk Management

The Charity is managed by the board of Trustees which meets quarterly and delegates the day to day running of the organisation to the Chief Officer and staff. The Trustee board maintains responsibility for the strategic direction of the Charity and for its funding and financial management. There is an AGM meeting each year.

The Trustees have conducted its own review of the major risks to which the Charity is exposed, and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures and risk register are periodically reviewed to ensure that they still meet the needs of the Charity.

11. STATEMENT ON PUBLIC BENEFIT

The Trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that the range of activities has provided the public benefit as described above. How our Aims reflect the purpose of the Charity:

- We follow Charity Commission guidelines
- Our Charitable activities focus on providing accessible, affordable, and inspiring musical and creative opportunities; especially for those experiencing social exclusion, young people, and vulnerable people.
- Our management structure is that of a Board of Trustees who meet quarterly and who have responsibility to oversee the direction and management of grant funds and finances. They hold an Annual General Meeting open to the general public.

12. STATEMENT OF TRUSTEE RESPONSIBILITIES

The Charity Trustees are responsible for preparing a Trustee's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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The Charity Trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on and signed on their behalf by: 29 January 2026

NAME: Justin Hancock

POSITION: Trustee

A handwritten signature in black ink that reads "Justin Hancock". The script is cursive and fluid, with the first letters of "Justin" and "Hancock" being capitalized and prominent.

THE SOUNDROOM COMMUNITY MUSIC PROJECT
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
For the year ended 31 March 2025

I report on the financial statements of The Soundroom Community Music Project for the year ended 31 March 2025, which are set out on pages 17 to 28.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than if the requirements that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I 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.

Jim Dodds
33 The Glebe
Morpeth
Northumberland
NE61 6HW



Date: 29 January 2026

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STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Income from:					
Donations and legacies	6	4,134	901	5,035	5,093
Charitable activities					
Grants and contracts	7	-	63,418	63,418	20,275
Other trading activities	8	31,973	-	31,973	32,335
Total income		36,107	64,319	100,426	57,703
Expenditure on:					
Raising funds	9	291	-	291	704
Charitable activities					
Operation of the charity	10	37,896	47,854	85,750	50,373
Total expenditure		38,187	47,854	86,041	51,077
Net income/(expenditure)		(2,080)	16,465	14,385	6,626
Transfers between funds		7,592	(7,592)	-	-
Net movement of funds		5,512	8,873	14,385	6,626
Reconciliation of funds					
Total funds brought forward		19,643	11,787	31,430	24,804
Total funds carried forward		25,155	20,660	45,815	31,430

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 19 to 28 form an integral part of these accounts.

BALANCE SHEET

As at 31 March 2025

	Notes	£	Total 2025 £	£	Total 2024 £
<u>Fixed assets</u>					
Tangible assets	17		6,127		-
Total fixed assets			6,127		-
<u>Current assets</u>					
Debtors	18	1,249		408	
Cash at bank and in hand	19	39,379		32,477	
Total current assets		40,628		32,885	
Creditors: amounts falling due within one year	20	(940)		(1,455)	
Net current assets			39,688		31,430
Total assets less current liabilities			45,815		31,430
Total net assets or liabilities			45,815		31,430
<u>Funds of the charity</u>					
Unrestricted income funds			25,155		19,643
Restricted income funds			20,660		11,787
Total funds			45,815		31,430

The notes on pages 19 to 28 form an integral part of these accounts.

These financial statements were approved by the Board on: 29 January 2026

and are signed on its behalf by:

Justin Hancock
Chair

Justin Hancock

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Soundroom Community Music Project meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £25,155 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance or provision of other specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

3.6 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities' work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of music activities and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

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

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Leasehold property improvements	Straight line over life of lease
Fixtures and fittings	Straight line over four years
Office and music equipment	Straight line over four years

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
6 Donations and legacies				
Donations and gifts	4,134	-	4,134	5,093
Raise the roof donations	-	901	901	-
	<u>4,134</u>	<u>901</u>	<u>5,035</u>	<u>5,093</u>
7 Charitable activities				
<u>Income from grants</u>				
Barbour Foundation	-	2,000	2,000	-
British Science Association	-	-	-	500
Barchester Charitable Foundation	-	1,000	1,000	-
Community Foundation				
Community Chest Fund	-	10,000	10,000	-
Summer 2023	-	-	-	1,637
Youth Music	-	4,596	4,596	5,040
The Community Infrastructure Levy	-	-	-	6,127
GMBC Holiday Activities & Food Programme	-	-	-	1,728
GMBC Warm Spaces	-	2,000	2,000	1,000
GMBC UKSPF Youth Work	-	5,000	5,000	-
Lady Skinners NAV Grant	-	-	-	500
Persimmon Homes	-	-	-	1,000
Post Code Lottery - Local Giving	-	-	-	500
Skipton Building Society	-	2,000	2,000	-
Sir James Knott	-	6,000	6,000	-
Tesco Groundwork	-	500	500	-
The Asda Foundation	-	400	400	-
The Catherine Cookson Charitable Trust	-	-	-	960
The National Lottery Awards for All	-	20,000	20,000	-
The National Lottery Heritage Fund	-	9,922	9,922	-
The Percy Bilton Charity	-	-	-	750
<u>Other income</u>				
Other income	-	-	-	533
	<u>-</u>	<u>63,418</u>	<u>63,418</u>	<u>20,275</u>
8 Other trading activities				
Recordings and rehearsals	26,321	-	26,321	27,425
Refreshments	1,762	-	1,762	2,229
Room hire	3,336	-	3,336	1,628
Fundraising	-	-	-	50
Other trading activities	554	-	554	1,003
	<u>31,973</u>	<u>-</u>	<u>31,973</u>	<u>32,335</u>

Income was £100,426 (2024: £57,703) of which £36,107 was unrestricted or designated (2024: £37,961) and £64,319 was restricted (2024: £19,742).

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
9 Raising funds				
Cost of generating income	291	-	291	704
	<u>291</u>	<u>-</u>	<u>291</u>	<u>704</u>
10 Charitable activities				
<u>Direct costs</u>				
Project staff salaries	-	18,620	18,620	8,190
Management staff costs	24,698	7,333	32,031	24,914
Training	-	77	77	-
Project activities	-	18,671	18,671	2,863
Volunteer expenses	42	389	431	223
<u>Support costs</u>				
Rent and utilities	6,353	846	7,199	7,456
Telephone and IT	919	64	983	821
Maintenance and repairs	851	1,314	2,165	1,477
Cleaning	473	88	561	1,135
Insurance	1,145	-	1,145	1,528
Bank charges	334	-	334	259
Licences	704	151	855	517
Professional fees	262	301	563	390
Depreciation	1,465	-	1,465	-
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	650	-	650	600
	<u>37,896</u>	<u>47,854</u>	<u>85,750</u>	<u>50,373</u>

Expenditure on charitable activities was £86,041 (2024: £51,054) of which £38,187 was unrestricted or designated (2024: £36,570) and £47,854 was restricted (2024: £14,484).

11 Fees for examination of the accounts

	2025 £	2024 £
Independent examiner's fees for reporting on the accounts	650	600
	<u>650</u>	<u>600</u>

There were no other fees paid to the examiner (2024: £nil)

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

12 Analysis of staff costs, and the cost of key management personnel

	2025 £	2024 £
Salaries and wages	31,638	24,680
Pension costs (defined contribution pension plan)	393	234
Sessional staff	18,620	8,190
	<u>50,651</u>	<u>33,104</u>

No employee received remuneration above £60,000 (2024: nil).

The key management personnel of the charity, comprise the trustees and the charity manager. The total employee benefits of the key management personnel of the charity were £0 (2024: £0).

13 Staff Numbers

The average monthly head count was 2 staff (2024: 2 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2025 Number	2024 Number
The parts of the charity in which the employee's work:		
Charitable activities	1.5	1.1
	<u>1.5</u>	<u>1.1</u>

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There has been no related party transactions in the reporting period.

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £393 (2024: £234). There was £76 outstanding as at 31 March 2025 (2024: £0).

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

	Fixtures and fittings	Office and music equipment	Total
	£	£	£
17 Tangible fixed assets			
Cost			
Balance brought forward	-	-	-
Additions	6,127	1,465	7,592
Disposals	-	-	-
Balance carried forward	6,127	1,465	7,592
Depreciation			
Basis	SL	SL	
Rate	25%	25%	
Balance brought forward	-	-	-
Depreciation charge for year	1,404	61	1,465
Disposals	-	-	-
Balance carried forward	1,404	61	1,465
Net book value			
Brought forward	-	-	-
Carried forward	4,723	1,404	6,127
18 Debtors and prepayments (receivable within 1 year)			
	2025	2024	
	£	£	
Trade debtors	1,249	408	
	1,249	408	
19 Cash at bank and in hand			
	2025	2024	
	£	£	
Short term deposits	3,647	4,645	
Cash at bank and in hand	35,732	27,832	
	39,379	32,477	
20 Creditors and accruals (payable within 1 year)			
	2025	2024	
	£	£	
Other creditors	76	200	
Taxation and social security	214	655	
Accruals			
Independent examination of accounts	650	600	
	940	1,455	

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

21 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

22 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	19,643	36,107	(38,187)	7,592	25,155
Totals	19,643	36,107	(38,187)	7,592	25,155

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity.

Analysis of movement in restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Barbour Foundation	-	2,000	(2,000)	-	-
Barchester Charitable Foundation	-	1,000	(1,000)	-	-
Community Foundation					
Community Chest Fund	-	10,000	(10,000)	-	-
Music & Street Dance	2,600	-	(2,600)	-	-
Community Infrastructure Levy	6,127	-	-	(6,127)	-
Youth Music	-	4,596	(4,596)	-	-
GMBC Holiday Activities & Food Programme	1,389	-	(1,389)	-	-
GMBC Warm Spaces	-	2,000	(2,000)	-	-
GMBC UKSPF Youth Work	-	5,000	-	-	5,000
Persimmon Homes	1,000	-	(1,000)	-	-
Skipton Building Society	-	2,000	(836)	(1,164)	-
Sir James Knott	-	6,000	-	-	6,000
Raise the roof donations	-	901	-	-	901
Tesco Groundwork	-	500	(463)	(37)	-
The Asda Foundation	-	400	(400)	-	-
The Catherine Cookson Charitable Trust	671	-	(407)	(264)	-
The National Lottery Awards for All	-	20,000	(16,018)	-	3,982
The National Lottery Heritage Fund	-	9,922	(5,144)	-	4,778
Totals	11,787	64,319	(47,853)	(7,592)	20,661

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

22 Analysis of charitable funds continued

Transfers between funds	Reason for transfer	Amount £
Between unrestricted and restricted funds	This represents the value of equipment purchased by restricted funds that was transferred to fixed assets.	7,592
Purpose of restricted funds		
Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.		
Barbour Foundation	Provision of a professional after-school music, dance and arts activity club.	
Barchester Charitable Foundation	Provision of 6 tea dances including food , entertainment, and volunteer costs.	
Community Foundation - Community Chest Fund	Gateshead UKSPF Community Chest Fund core and project funding for mental health and learning difficulty workshops.	
Music & Street Dance	Specialised afterschool music and street dance provision.	
The Community Infrastructure Levy	New Fire Alarm installation full replacement of the buildings fire alarm equipment and control panel.	
Youth Music	Extracurricular well-being project delivering music a recording project for teenagers in Gateshead.	
GMBC Holiday Activities & Food Programme	School activities and food provision for Brighten the Day programme.	
GMBC Warm Spaces	Provision of open access Warm Welcome Space for community use during winter months and contribution to core and activity costs.	
Persimmon Homes	Contribution to Charity projects overall running costs.	
Skipton Building Society	New music equipment for community music making groups.	
Sir James Knott	Grant towards roof replacement.	
Raise the roof donations	Donations specifically for roof replacement.	
Tesco Groundwork	After school activity groups support grant.	
The Asda Foundation	Staff volunteer training and warm spaces items and kitchen equipment.	
The Catherine Cookson Charitable Trust	After school club equipment ,and materials to store our music library items.	
The National Lottery Awards for All	Core costs, roof replacement and repairs and maintenance.	
The National Lottery Heritage Fund	Heritage project celebrating 40 year music making history culminating in an event and exhibition.	

23 Capital commitments

As at 31 March 2025, the charity had no capital commitments (2024 -£nil).

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

24 Analysis of net assets between funds 2025

	Unrestricted Funds £	Restricted Funds £	Total 2025 £
Cash at bank and in hand	18,719	20,660	39,379
Other net current assets/(liabilities)	309	-	309
	<u>25,155</u>	<u>20,660</u>	<u>45,815</u>

Analysis of net assets between funds 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £
Cash at bank and in hand	20,690	11,787	32,477
Other net current assets/(liabilities)	(1,047)	-	(1,047)
	<u>19,643</u>	<u>11,787</u>	<u>31,430</u>

25 Guarantee

There have been no guarantees given by the charity at 31 March 2025.

26 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2025.

27 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 17 June 2014 as a body corporate under part 11 of the Charities Act 2011.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

England & Wales - Charity number 1157494

Accounts



THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2024

Charity Number 1157494

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

The Trustees are pleased to present the Annual Report together with the financial statements of the charity for the period ended 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 Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities, preparing their accounts in accordance with the Financial Reporting Standards, applicable to the UK and Republic of Ireland(FRS 102)[effective 1st January 2015].

The Board of Trustees has referred to the Charity Commission's guidance on public benefit when reviewing the Charities objectives and planning its future activities. This Annual Report aims to demonstrate the link between our charitable activity and how this benefits our service users.



1. OUR HISTORY

The Soundroom was originally set up as a recording resource for The Deckham Music Collective (DMC) in 1985, under the ethos of an affordable and accessible way to make, perform and record music for local people. The project has a unique social history as it is one of the few remaining community projects left from the 1980's. It has

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

been housed in a few different venues over the years before settling at its current location in the year 2000; the Old Redheugh Library building, one of the first community libraries in Gateshead.

The Soundroom Community Music Project was subsequently founded as a stand-alone project in the year 2000, part of the millennial projects and became a non-profit Charitable Incorporated Organisation (CIO) in 2014. Responsibility of the locally listed building was transferred to the Charity in the form of a 35-year lease from the local authority in 2019.

2. OBJECTIVES AND ACTIVITIES

We believe that access to music and the arts greatly improves the quality of life for people in our community.

The Charity works for the public benefit and aims to provide a high quality resource for the development of music and the related arts for the residents of Gateshead and surrounding areas, identify and meet musical needs of different age groups in our community; elderly people, disabled people, families, children, and young people, and focus the project on marginalised and/or vulnerable groups, including those from deprived socio-economic backgrounds.

3. OUTCOMES AND AIMS

The outcome of the charity is to:

- Enrich the lives for people, groups and communities, through music and related arts
- Provide vibrant opportunities to participate in musical experiences and guide people through their musical journey
- Create a truly inclusive space at the heart of the community with modern facilities
- Be a resilient, focused and well managed charity

And the charity wishes to achieve these outcomes in with the following aims:

- Increase participation amongst groups less likely to engage in culture
- Grow the programme of opportunities in response to users needs and aspirations
- Invest in capacity, facilities, and equipment and strengthen governance and operations



4. ACHIEVEMENTS AND PERFORMANCE

We are pleased to report that we continue to receive many new people and groups coming through our doors. We continually strive to support some of the most vulnerable members of our community through our planned programme of mental health and well-being activities providing open access social and learning activities.

Weekly Community Activities

- a) **Gateshead Original Music Cafes** and extra seasonal events - The ever-popular music cafes are well attended on both days, and we now have two separate volunteer bands regularly taking on the challenge of playing unrehearsed songs put to them as requested by the service users. Thanks to a grant from Percy Bilton, we have been able to purchase additional percussion instruments for the service users of the cafes. Also, a grant from Persimmon Homes will allow more resources to improve our creative offer to the community.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

- b) **Continuing our lottery funded community music project Loud & Proud Drummers formed-** In addition to the twice-weekly music cafes our group of drummers, who had previously attended grant-funded learn to drums workshops, continue to practice every Monday and have performed for other groups and events at the Soundroom over this reporting year, we have also supported many more community organisations by providing low cost PA, instruments and other equipment for many community events throughout the year.
- c) **Guitar Socials** We also hold weekly 'Guitar lessons' drop-in learning and social sessions for local community members which have proved to be popular with people of differing ages and from all walks of life. This group is possible due to the support of a prior youth member of the Soundroom, who facilitates this group in addition to running his own Learn Guitar School.
- d) **Afterschool Music and Street Dance** sessions continue to thrive, following a review of staff resources and future collaboration needs, we have changed things around this year with a shift in our music partnership strategy bringing the management of our projects, and staff resources fully in-house. This transition has opened up new possibilities, allowing a direct focus on the impact of our grassroots music-making objectives and ensuring that our support, management and professional contributions to the community are fully recognised and valued. We would like to take this opportunity to express our thanks to EBNE for supporting part of our music making offer, as we eagerly look ahead to what the future holds.
- e) **Gateshead Youth Music Nights** Following the decision to focus on our own project delivery we continue to celebrate the diverse creative offer through our drop in Thursday Youth Music night (13-18 years) The sessions are co facilitated by a local freelancer Singer/Songwriter and Soundroom Staff (Lead Safeguarding Officer and Sound Engineer/Drummer) who all have their up-to-date Safeguarding training. Both evenings are attended by a diverse range of children/youth. Healthy fruit and snacks are provided at each of these sessions which helps support any children affected by food insecurity.
- f) **School Holiday clubs** In addition to our popular term-time activities, and due to an offer presented by Gateshead Brighten The Day team, we were able to host a popular two week summer and Easter activities club for primary aged children (8-12 years) and additional youth services. We extended the delivery day opening times to further assist working families, The young people had the chance to participate in an exciting, hands-on music-making and performance extravaganza, offering them a unique and creative experience. Activities included songwriting workshops, recording sessions, creating a radio show, learning to play the guitar and ukulele, developing and choreographing their own street dance routines, and even crafting musical instruments. To support their well-being, we provided healthy snacks and lunches each day. The two-week programme culminated in a lively performance by the children for their parents

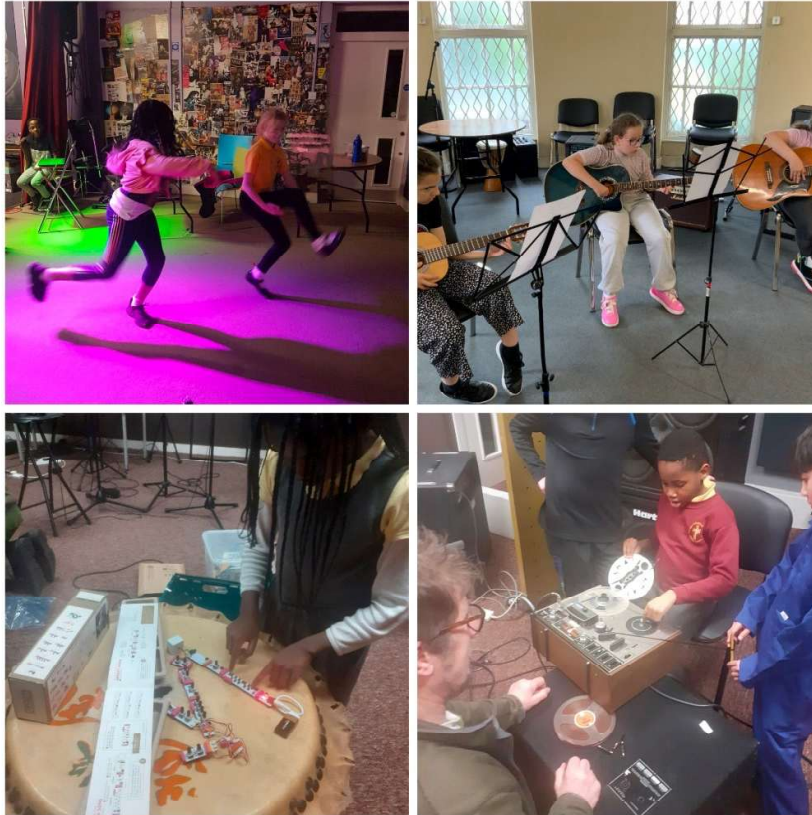
THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

and carers, which was met with enthusiastic positive feedback and appreciation from all

- g) **Community Cinema Club Warm Spaces** Warm Spaces grant from Gateshead Council, we were able to provide a Warm Space every Wednesday afternoon during October 2023 to March 2024 with a licensed film club showing musical themed films and the popular guitar social , including refreshments and snacks.



New Projects

- **Science Week** - celebrating the 'science of sound' enabled our young people to take part in our first science week project based on vintage music recording equipment.
- **Community Music for Mental Health and well-being groups**
A positive step to fulfilling our aims and objectives has been to provide community space for local mental health and well-being groups funded via levelling up community chest funding . These groups have been well attended with positive feedback from the service users.
- **Heritage Project**
The National Heritage Lottery funded our Collective Sounds community music project to investigate our reel to reel music recording archive and our historical records, is well underway and we hope to culminate this project next year exploring a further year long celebration of the Soundroom's 40 years cultural

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

history. This project has been a great discussion starter and has even attracted past users of the Soundroom to visit, share their stories and even start rehearsing again here.

Rehearsal and Recording Facilities

As a result of all the hard work our staff and volunteers put into ensuring our facility is ready and welcoming to all who may enter our premises, our income revenue continues to steadily rise particularly now the online booking system for rehearsal and community spaces is well known. We have on over 35 regular monthly rehearsal band customers with opportunity for additional rehearsal times being quickly and easily filled via the online booking app. Even with the slight increase in charges for renting space, the continual bookings show that we remain affordable for our local community groups and also the general public.

Our limited availability for recording studio bookings continue to prove popular with local songwriters, local primary schools, youth groups and the Jewish community.

Building

Building repairs and improvements continue to be an ongoing financial challenge for the Charity but the Trustees acknowledge the importance of having a safe, secure building for future sustainability. Small building maintenance and improvements have been continually carried out throughout the year with support from our team of dedicated volunteers. The Trustees acknowledge that larger buildings works are required, particularly on our roof, and investment is being made to secure larger capital funding. This essential work will not only ensure our building remains watertight, benefitting our present clientele but also continue to welcome an increase our capacity to provide more community music activities.

We are immensely grateful to funding to replace and upgrade the buildings full fire alarm system and control panel on site to comply with modern building regulations from the following fund(s) Gateshead Council development at the Community Foundation.

Staffing & Volunteers

Our small dedicated staff duo supported by our dedicated band of volunteers have gone above and beyond to ensure the Charity's continuance in the expanding of our programme of activities.

This means that 'whatever your sound' music continues to be heard throughout our community building from 10am to 10pm most days.

Volunteer Contribution

Community music making and upkeep of our community building would not be possible at The Soundroom without acknowledging the incredible support received by 30+ volunteer supporters this year. Our dedicated volunteer team have pledged over 2000 hours of their time to ensure our community building remains open from 10am - 10pm weekdays and occasional weekends. This dedicated group of volunteers, both

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

from within our local community, user groups and further afield, continue to contribute time to ensure the Charity is supported in whichever way it is required.

One of our long serving volunteers, was recognised for his hard work and dedication not only for his services to the Soundroom (in particular to overseeing the aforementioned music cafes when we became a Charity) but also as a past volunteer for Gateshead Council and received a Lifetime Achievement Award at the Marriott Hotel in June 2023 presented by the leader of Gateshead Council.

Learning & Development

Staff and keyholder volunteers have updated Fire Warden Safety Training, Health & Safety training and Safeguarding Leads have undertaken Level 3 Safeguarding training.

A volunteer who had previously self-enrolled on a PAT Testing course in March 2023 has put his training into use and supports the staff member with PAT testing equipment.

We have hosted work experience programmes for university, college and school students, offering valuable support and mentorship to help them build skills and confidence. Additionally, we have supported service users facing health challenges and those in recovery by providing volunteering opportunities within our project. This experience has helped them gain self-worth and confidence, ultimately opening doors to new employment opportunities. We also assist by providing job references, further supporting them on their journey to meaningful employment.

Inclusion, Diversity and Equality

The Charity continues to support inclusion, diversity and quality wherever possible. There is evidence of this within our community groups.

The Charity aims to work with all areas of our community, regardless of age, disability, gender, race, religion or beliefs, and sexual or gender preference.

We support clients with mental health issues to express themselves through spoken word, singing and recording sessions.

We also thank our funders for the year: Percy Bilton, Community Foundation, Persimmon Homes, Lady Neville Skinners fund, Catherine Cookson fund, Local Giving, BSA British Science fund, Gateshead Council Brighten the Day.

5. PLANS FOR THE FUTURE

We have bold plans to continue our capital building development work in 2024/25, with a focus on replacing our aging roof, and building entrance accessibility, looking to a range of funders to support our redevelopment. This will enable us to increase our capacity to include more young people and adults with disability needs. It will also give us additional space to showcase music and arts based events, enhance our hospitality offer and provide a much needed dedicated social seating and refreshment zone.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

Both Trustees and staff continue to work towards providing a greater range of services for all, whilst maintaining the very popular present activities that are well attended by the local community. We continue to be a not for profit charity, additional revenue, fundraising, donations or support is put back into providing activities and services for our community. We additionally hope that by securing more funding to support our employees and to continue to grow our organisation to meet the changing needs of our community.

Our organisational aims continue to be the same and our community development work is our priority and will be determined by our management committee, centre users and volunteers. All of our work is subject to available funding and capacity within the organisation. We hope that with the renewed focus on completion of our capital building development work focus on Raise our roof campaign to ensure the building is watertight for the future

Financials we are pleased to report, revenue streams of over 10k for rehearsal spaces have increased to help the organisation help with its sustainability goals

We also hope from an energy saving perspective to secure funding to continue helping us incorporate energy saving technology into our community building, including solar panels, double glazed windows and roof insulation this will help reduce our core running costs, improve our carbon footprint and reduce reliance on fossil fuels.

- Building repairs and refurbishment will continue to ensure the premises remain accessible, safe, secure and aesthetically pleasing for all users.
- Strengthening our governance, with improvements to Trustee induction and development
- Working towards greater financial sustainability by exploring more hospitality bookings
- Developing our existing charitable offer to include additional provision for much needed social and wellness projects for mental health and well-being.
- Tuition services, opportunities for playing a musical instrument are open to all, especially for young people.
- Continuing our popular holiday activity programme for local school children
- Expanding our refreshment offer with feasibility for refurbishing the kitchen to accommodate launching a hot food service in our community café
- Accrediting our real living wage employer status
- Securing significant grant funding to develop our capital building plans, services and community activities
- Developing a new three-year strategy

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

6. CUSTOMER AND VOLUNTEER FEEDBACK

The Soundroom is one of Gateshead's real gems . I have signposted many people I've worked with to their services and others have since become volunteers. The thing I love about the Soundroom and the highest compliment I can give it is that it feels like home whenever I visit, and everyone that I know who has used this fantastic facility says the same.

I would like to thank The Soundroom for the opportunities it has given me to learn to play the guitar, which I never thought for one minute I could achieve at the grand age of 80+. The place is so welcoming and I have met people from all different backgrounds, we all say the sessions have been great for confidence, self esteem and happiness.

The Charity has been very supportive with providing a safe and welcoming space to be creative in music for some of our most vulnerable and marginalised people in Gateshead. The project is based at The Soundroom and supports people who have complex mental health issues and the Soundroom has been pivotal to their recovery. There is genuine care, encouragement and commitment from all the staff and volunteers and this has made a dramatic difference to people being accepted for who they are and what potential they can learn and achieve through music.

The main reason I volunteer for this unique charity is because I enjoy the social part of being in a band, have opportunities to play music and sing, and feel passionate about making a difference, particularly when entertaining the clients with learning disabilities. I also enjoy being part of an organisation that aligns with my own values and belonging, gives me a sense of purpose, and supports me with my own lived experience of mental health issues and long-term physical wellbeing.

7. ENVIRONMENTAL IMPACT REVIEW

As a Charity with the community at its heart we are committed to providing a better life experience for all. That is why we are prioritising becoming a greener Charity and making sure we implement Environmental and Sustainability Strategies. The Soundroom acknowledge the connection between the climate and environmental crises. We recognise our responsibility to reduce both our carbon and environmental footprint and commit to be an environmentally responsible Charity. To achieve this, we commit to the following actions:

Our Commitment:

- *The Soundroom has appointed the Centre Manager to take responsibility for enacting and reporting on its commitment to becoming an environmentally responsible organisation.*
- *Staff, volunteers and contractors will be expected to help The Soundroom in carrying out its aim of being an environmentally responsible organisation, particularly in the way they carry out their day-to-day duties.*

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

- *Induction procedures for new staff/volunteers/contractors will include information on the Charity's environmental practices.*

8. FUNDRAISING

Community Foundation Tyne and Wear continue to be essential funders to our project, without their help we could not deliver the wide ranging support we offer to our community. As our earned income has recovered from the pandemic the support we have had has been invaluable to us. It has meant not making reductions to our team or to our community expectations. The demands for our services have been at a record high, so without the grant aid we have received it would not have been possible for us to meet these challenges. We are extremely grateful for the support from our musician community. Many of the achievements we have mentioned in this year report have only been made possible because of the exceptional support our charity has received from staff and volunteers

9. FINANCIAL REVIEW

The review of the financial year to 31st March 2024 shows the project generated income of £57,703 (2023: £50,871) which comes from a range of different sources. Earned income through room rental, rehearsals and recording, and café sale, ticket sales, Donations and Public Grants.

The financial position for the year was net incoming funds of £57,703 (2023: £50,871) and total outgoing resources of £51,077 (2023: £55,107). This leaves total funds of £31,430 (2023: £24,804), of which £11,787 is restricted (2023: £6,552) and £19,643 (2023: £18,252) is unrestricted.

Reserves Policy

It is the policy of the Charity to try to build up free reserves of the Charity, (unrestricted funds not invested in tangible fixed assets) to a level that equates to approximately six months of expenditure. This will provide enough funds to cover management and administration support costs and any emergencies that may arise from time to time.

At 31 March 2024 the free reserves were £19,643 (2023: £18,252) which equates to approximately five months of expenditure.

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS

Charity Name	The Soundroom
	Community Music
	Project CIO

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

Registered Charity
Number

1157494

Registered Office and
Operational address

The Soundroom
Old Redheugh Library
Cuthbert Street, Gateshead,
NE8 1PH

Trustees

Justin Hancock
Lisa Leonard
Barbara Donkin
Christopher Carter
Stephen Ferrell

Appointed December
2023

10. STRUCTURE, GOVERNANCE AND MANAGEMENT

Charitable Incorporated Organisation - Foundation Model - whereby the only voting members are the Charity Trustees. We have adopted the Charity Commissions Model Constitution to ensure we comply with the Charities Act 2011 (the 2011 Act) and the General Regulations. This helps us to ensure we:

- Reflect recommended best practice; and
- Are legally compliant

Trustees are appointed for their individual knowledge, experience and skills that are considered essential to ensure the charity's effective administration and its continued sustainability, growth and development. Trustees are appointed by the Board of Trustees in a properly convened meeting. Trustees are also screened using a needs and skillsets assessment. This approach enables us to:

- Ensure we have the right skills mix on the Board to meet the administrative needs of the charity
- Ensure we do have a range of Trustees from diverse professional backgrounds to build knowledge and skills
- Mitigate any potential risks or threats to the charity, as far as possible; and reduce, as far as is possible, the potential for any conflicts of interest with each Trustee and their existing professional occupations.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

Organisation

The Trustees meet each quarter and deal with the administration of the charity encompassing the strategic vision, financial accountability and risk management. The operational management of the organisation is undertaken by the paid staff team.

Risk Management

The charity is managed by the board of trustees which meets quarterly and delegates the day to day running of the organisation to the Chief Officer and staff. The trustee board maintains responsibility for the strategic direction of the charity and for its funding and financial management. There is an AGM meeting each year.

The Trustees have conducted its own review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures and risk register are periodically reviewed to ensure that they still meet the needs of the charity.

11. STATEMENT ON PUBLIC BENEFIT

The Trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that the range of activities has provided the public benefit as described above. How our Aims reflect the purpose of the Charity:

- Our Charitable activities focus on providing accessible, affordable, and inspiring musical and creative opportunities; especially for those experiencing social exclusion, young people, and vulnerable people.
- Our management structure is that of a Board of Trustees who meet quarterly and who have responsibility to oversee the direction and management of grant funds and finances. They hold an Annual General Meeting open to the general public.

12. STATEMENT OF TRUSTEE RESPONSIBILITIES

The charity trustees are responsible for preparing a trustees annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The charity trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

- Make judgements and estimates that are reasonable and prudent; State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 29 January 2025 and signed on their behalf by:

NAME: Justin Hancock

POSITION: Trustee

A handwritten signature in black ink that reads "Justin Hancock". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

THE SOUNDROOM COMMUNITY MUSIC PROJECT
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
For the year ended 31 March 2024

I report on the financial statements of The Soundroom Community Music Project for the year ended 31 March 2024, which are set out on pages 15 to 25.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than if the requirements that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I 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.

Jim Dodds
33 The Glebe
Morpeth
Northumberland
NE61 6HW



Date: 29 January 2025

THE SOUNDROOM COMMUNITY MUSIC PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Income from:					
Donations and legacies	6	5,093	-	5,093	5,405
Charitable activities					
Grants and contracts	7	533	19,742	20,275	21,871
Other trading activities	8	32,335	-	32,335	23,595
Total income		37,961	19,742	57,703	50,871
Expenditure on:					
Raising funds	9	681	23	704	1,294
Charitable activities					
Operation of the charity	10	35,889	14,484	50,373	53,813
Total expenditure		36,570	14,507	51,077	55,107
Net movement of funds		1,391	5,235	6,626	(4,236)
Reconciliation of funds					
Total funds brought forward		18,252	6,552	24,804	29,040
Total funds carried forward		19,643	11,787	31,430	24,804

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 17 to 25 form an integral part of these accounts.

BALANCE SHEET

As at 31 March 2024

	Notes	£	Total 2024 £	£	Total 2023 £
<u>Current assets</u>					
Debtors	17	408		111	
Cash at bank and in hand	18	32,477		26,654	
Total current assets		32,885		26,765	
Creditors: amounts falling due within one year	19	(1,455)		(1,961)	
Net current assets			31,430		24,804
Total assets less current liabilities			31,430		24,804
Total net assets or liabilities			31,430		24,804
<u>Funds of the charity</u>					
Unrestricted income funds			19,643		18,252
Restricted income funds			11,787		6,552
Total funds			31,430		24,804

The notes on pages 17 to 25 form an integral part of these accounts. These financial

statements were approved by the Board on: 29 January 2025

and are signed on its behalf by:

Justin Hancock
Chair

Justin Hancock

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Soundroom Community Music Project meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £19,643 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance or provision of other specified service is deferred until the criteria of income recognition are met.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

3.6 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities' work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of music activities and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

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

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Leasehold property improvements	Straight line over life of lease
Office and computer equipment	Straight line over four years

The charity does not currently own any tangible fixed assets.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
6 Donations and legacies				
Donations and gifts	5,093	-	5,093	5,405
	<u>5,093</u>	<u>-</u>	<u>5,093</u>	<u>5,405</u>

7 Charitable activities

Income from grants

Arnold Clark Community Fund	-	-	-	750
British Science Association	-	500	500	-
Card Factory Foundation	-	-	-	1,159
Community Foundation				
Summer 2023	-	1,637	1,637	3,025
Music & Street Dance	-	5,040	5,040	-
The Community Infrastructure Levy	-	6,127	6,127	-
Connected Voice Cost of Living Grant	-	-	-	2,955
GMBC Holiday Activities & Food Programme	-	1,728	1,728	-
GMBC Warm Spaces	-	1,000	1,000	-
Lady Skinners NAV Grant	-	500	500	-
Leeds Building Society Foundation	-	-	-	1,000
Persimmon Homes	-	1,000	1,000	-
Post Code Lottery - Local Giving	-	500	500	500
The Catherine Cookson Charitable Trust	-	960	960	-
The National Lottery Community Fund	-	-	-	9,900
The Percy Bilton Charity	-	750	750	-
The Rank Foundation	-	-	-	850
Other small grants	-	-	-	600

Other income

Other income	533		533	1,132
	<u>533</u>	<u>19,742</u>	<u>20,275</u>	<u>21,871</u>

8 Other trading activities

Recordings and rehearsals	27,425	-	27,425	20,517
Refreshments	2,229	-	2,229	1,822
Room hire	1,628	-	1,628	595
Fundraising	50	-	50	181
Other trading activities	1,003	-	1,003	480
	<u>32,335</u>	<u>-</u>	<u>32,335</u>	<u>23,595</u>

Income was £57,703 (2023: £50,871) of which £37,961 was unrestricted or designated (2023: £31,332) and £19,742 was restricted (2023: £19,539).

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
9 Raising funds				
Cost of generating income	681	23	704	1,294
	<u>681</u>	<u>23</u>	<u>704</u>	<u>1,294</u>
10 Charitable activities				
<u>Direct costs</u>				
Project staff salaries	545	7,645	8,190	6,215
Management staff costs	21,648	3,266	24,914	23,667
Training	-	-	-	113
Project activities	663	2,200	2,863	4,332
Volunteer expenses	50	173	223	410
<u>Support costs</u>				
Rent and utilities	6,664	792	7,456	5,782
Telephone and IT	805	16	821	801
Equipment	-	-	-	31
Maintenance and repairs	1,263	214	1,477	3,473
Cleaning	1,108	27	1,135	506
Security	-	-	-	507
Insurance	1,528	-	1,528	966
Bank charges	259	-	259	138
Licences	366	151	517	94
Sundry expenses	-	-	-	636
Professional fees	390	-	390	327
Prior period error	-	-	-	5,315
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	600	-	600	500
	<u>35,889</u>	<u>14,484</u>	<u>50,373</u>	<u>53,813</u>

Expenditure on charitable activities was £51,077 (2023: £55,107) of which £36,570 was unrestricted or designated (2023: £34,961) and £14,507 was restricted (2023: £20,146).

11 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	600	500
	<u>600</u>	<u>500</u>

There were no other fees paid to the examiner (2023: £nil)

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

12 Analysis of staff costs, and the cost of key management personnel

	2024 £	2023 £
Salaries and wages	23,970	22,723
Social security costs	710	710
Pension costs (defined contribution pension plan)	234	234
Sessional staff	8,190	6,215
	33,104	29,882

No employee received remuneration above £60,000 (2023: nil).

The key management personnel of the charity, comprise the trustees and the charity manager. The total employee benefits of the key management personnel of the charity were £0 (2023: £0).

13 Staff Numbers

The average monthly head count was 2 staff (2023: 2 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024 Number	2023 Number
The parts of the charity in which the employee's work:		
Charitable activities	1.1	1.1
	1.1	1.1

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There has been no related party transactions in the reporting period.

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £234 (2023: £234). There was £0 outstanding as at 31 March 2024 (2023: £54).

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

17 Debtors and prepayments (receivable within 1 year)

	2024 £	2023 £
Salary holding account	-	26
Trade debtors	408	85
	408	111

18 Cash at bank and in hand

	2024 £	2023 £
Short term deposits	4,645	4,724
Cash at bank and in hand	27,832	21,930
	32,477	26,654

19 Creditors and accruals (payable within 1 year)

	2024 £	2023 £
Trade creditors	-	552
Other creditors	200	-
Taxation and social security	655	161
Accruals		
Independent examination of accounts	600	500
Other accruals	-	748
	1,455	1,961

20 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

21 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	18,252	37,961	(36,570)	-	19,643
Totals	18,252	37,961	(36,570)	-	19,643

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

21 Analysis of charitable funds continued

Analysis of movement in restricted funds

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
British Science Association	-	500	(500)	-	-
Community Foundation					
Music & Street Dance	-	5,040	(2,440)	-	2,600
Health & safety	-	6,127	-	-	6,127
Summer 2023	-	1,637	(1,637)	-	-
GMBC Holiday Activities & Food Programme	-	1,728	(339)	-	1,389
GMBC Warm Spaces	-	1,000	(1,000)	-	-
Lady Skinners NAV Grant	-	500	(500)	-	-
Persimmon Homes	-	1,000	-	-	1,000
Post Code Lottery - Local Giving	-	500	(500)	-	-
The Catherine Cookson Charitable Trust	-	960	(289)	-	671
The National Lottery Community Fund	6,552	-	(6,552)	-	-
The Percy Bilton Charity	-	750	(750)	-	-
Totals	6,552	19,742	(14,507)	-	11,787

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

British Science Association	Grant exploring the science of recording engineering.
Community Foundation -	
Music & Street Dance	Specialised afterschool music and street dance provision.
The Community Infrastructure Levy	New Fire Alarm installation full replacement of the buildings fire alarm equipment and control panel.
Summer 2023	To fund summer holiday activities of music, dance, and drama for children aged 7-17.
GMBC Holiday Activities & Food Programme	School holiday funding Holiday Activities and Food provision project to support your Brighten the Day programme based in Gateshead.
GMBC Warm Spaces	Provision of open access Warm Welcome Space for the community to utilise during the winter months and contribution to core costs.
Lady Skinners NAV Grant	Equipment for young people's afterschool music and street dance group.
Persimmon Homes	Contribution to project running costs.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

21 Analysis of charitable funds continued

Purpose of restricted funds continued

Post Code Lottery - Local Giving	To fund interactive live music sessions for adults with learning disabilities.
The Catherine Cookson Charitable Trust	Afterschool club for children support to purchase equipment ,and instruments and building materials to help store our music library items and transport equipment to community events .
The National Lottery Community Fund	To fund community music making activities in Gateshead.
The Percy Bilton Charity	Percussion equipment grant for twice weekly music cafes for adults with learning disability.

22 Capital commitments

As at 31 March 2024, the charity had no capital commitments (2023 -£nil).

23 Analysis of net assets between funds 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £
Cash at bank and in hand	20,690	11,787	32,477
Other net current assets/(liabilities)	(1,047)	-	(1,047)
	<u>19,643</u>	<u>11,787</u>	<u>31,430</u>

Analysis of net assets between funds 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Cash at bank and in hand	20,102	6,552	26,654
Other net current assets/(liabilities)	(1,850)	-	(1,850)
	<u>18,252</u>	<u>6,552</u>	<u>24,804</u>

24 Guarantee

There have been no guarantees given by the charity at 31 March 2024.

25 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2024.

26 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 17 June 2014 as a body corporate under part 11 of the Charities Act 2011.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

England & Wales - Charity number 1157494

Accounts



THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2023

Charity Number 1157494

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

The Trustees are pleased to present the Annual Report together with the financial statements of the charity for the period ended 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 Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities, preparing their accounts in accordance with the Financial Reporting Standards, applicable to the UK and Republic of Ireland (FRS 102)[effective 1st January 2015].

The Board of Trustees has referred to the Charity Commission's guidance on public benefit when reviewing the Charities objectives and planning its future activities. This Annual Report aims to demonstrate the link between our charitable activity and how this benefits our service users.

1. OUR HISTORY

The Soundroom was originally set up as a recording resource for The Deckham Music Collective (DMA) in 1985, under the ethos of an affordable and accessible way to make, perform and record music for local people. The project has a unique social history as it is one of the few remaining community projects left from the 1980's. It has been housed in a few different venues over the years before settling at its current location in the year 2000; the Old Redheugh Library building, one of the first community libraries in Gateshead.

The Soundroom Community Music Project was subsequently founded as a standalone project in the year 2000, part of the millennial projects and became a non-profit Charitable Incorporated Organisation(CIO) in 2014. Responsibility of the building was transferred to the Charity in the form of a 35-year lease from the local authority in 2019.

2. OBJECTIVES AND ACTIVITIES

We believe that access to music and the arts greatly improves the quality of life for people in our community.

The Charity works for the public benefit and aims to provide a high quality resource for the development of music and the related arts for the residents of Gateshead and surrounding areas, identify and meet musical needs of different age groups in our community; elderly people, disabled people, families, children, and young people, and focus the project on marginalised and/or vulnerable groups, including those from deprived socio-economic backgrounds.

3. OUTCOMES AND AIMS

The outcome of the charity is to:

- Enrich the lives for people, groups and communities, through music and related arts
- Provide vibrant opportunities to participate in musical experiences and guide people through their musical journey
- Create a truly inclusive space at the heart of the community with modern facilities
- Be a resilient, focused and well managed charity

And the charity wishes to achieve these outcomes in with the following aims:

- Increase participation amongst groups, less likely to engage in culture
- Grow the program of opportunities in response to users needs and aspirations
- Invest in capacity, facilities and equipment and strengthen governance and operations

4. ACHIEVEMENTS AND PERFORMANCE

We continually strive to support some of the most vulnerable members of our community through our planned programme of activities to provide social and learning activities.

Continuing our emergence from the pandemic, we were finally able to celebrate our 22nd birthday of operating from our current premises at the old Redheugh Library, with the Mayor of Gateshead as our Guest of Honour.

We are pleased to report many hirers of the centre have now returned, along with the impact of investment in cosmetic improvements to the building, have proved to be very positive, with an influx of new people and groups coming through our doors.

Although we recognise it will take the organisation time to recover fully, significant investment in improvements to our space and also IT changes to include online technology, mean the charity's future is looking much more stable. We are very pleased to report our income is now steadily exceeding pre pandemic levels.

The new online booking system for rehearsal and community space is connected to the new website and now 'live' which has given us a much needed greater and streamlined online presence. As we draw closer to our 40th year of existence we have a space to tell our story and include information about the collective history of The Soundroom Project.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

A local business owner has joined the trustee board with both a musical, marketing and advertising career background, who will be a great asset to the team. Two further Trustees have resigned due to relocation.

Building

Although building repairs and improvements are an ongoing financial challenge for the Charity, Trustees acknowledge the importance of such for future sustainability. Building improvements and capital building development completion, including our basement refurbishment, have already led to positive revenue changes. This also increases our capacity and together with the positive feedback from our community supports and helps our plans for recovery, getting us back to our long term sustainability aims.

Following on from the full green energy audit commissioned last year, quotes were obtained from various heating engineering companies to replace our broken commercial boiler with a new greener energy efficient system. We are pleased to report the installation of a brand new reliable cost effective heating system, covering 80% of the building and new LED lighting is reducing our carbon footprint by 30%. The system installation was completed in time for the winter cold spells and as we faced unprecedented fuel cost rises, due to the cost of living crisis, it has indirectly helped offset some of the increases in fuel costs. The new heating system installation was primarily funded through European Structural and Investment Funding, Rank Foundation, and re-purposed pre-covid grants.

Staffing & Volunteers

Our small dedicated part time staff duo supported by our dedicated band of volunteers have gone above and beyond to ensure the Charity's continuance following the pandemic and expansion of our programme of activities.

This means that 'whatever your sound' music is heard throughout our community building from 10am – 10pm nearly every day.

Learning & Development

Staff and keyholder volunteers have undergone Fire Warden Safety Training, Health & Safety training and safeguarding leads have undertaken Level 3 Safeguarding training.

A volunteer independently enrolled on a PAT Testing course in March 2023 to be able to support staff with regular testing of equipment.

Community Music Activities

The charity has graciously received donations throughout the year: the Card Factory to purchase a new piano and additional musical equipment, Milton Keynes College group (who donated a myriad of redundant kit which included guitars, drums and

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

brass instruments) and Lady Skinners Charity, (electronic equipment for our youth music nights). All of the items have been put to regular use by our community projects.

Music Cafe

Our renowned twice-weekly Gateshead's Original Music Café would not be possible without the continuous effort and input of our dedicated small group of musician and café volunteers; who host and perform a live set - ensuring both client (and carers) are included in their performances. Grants from Postcode Lottery and Leeds Building Society provided additional therapeutic music sessions which allowed the purchases of additional comfortable seating and new kitchen items for the café service.



Music and Street Dance Group

Thank you to Youth Music East by North East (EBNE).

Gem Arts continued to partner with us for our term-time weekly music making sessions, combined with The Soundroom's street dancing and music making staff. The sessions remain really popular and are attended by a regular diverse group of 8-12 year old children from the local community. We have introduced healthy eating by way of fruit and snacks, which also supports any children affected by food insecurity.

Gateshead Youth Music Group

The youth group has maintained the attendance of a steady group of 13-17-year-old young people, from all areas of Gateshead, at the weekly sessions.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

With the support of our partner Gem Arts providing music practitioners through EBNE Youth Music funding, young people work with professional musicians and The Soundroom's Studio Engineer (who is also an accomplished drummer).

Community Music

Additionally, through recent grants provided by National Lottery Awards for All we recruited specialist music tutors to expand musical learning in Gateshead, by increasing opportunities through both drumming, guitar workshops and community recording studio sessions, for people living in Gateshead. These sessions have been a positive step to fulfilling our aims and objectives. In addition to the groups, we support and run from our base in Gateshead additional funding has allowed the purchase of new PA equipment for community event use. This extra service is already proving to be very popular and we look forward to seeing the impact of such a crucial project over the preceding year.

Rehearsals and Recording

Following a review of our costs there has been a slight increase in charges for renting space to help cover significant increases to our utility bills, with reduced rates for under 21's. We remain affordable for our local community groups and general public. Our recording bookings have been particularly popular with local songwriters, in addition to local primary schools, youth groups and the Jewish community.

Local Community Events

Both the Music, Song and Dance group (8-12yrs) and the Youth Group (13-17yrs) undertook performance opportunities throughout the year. Two particular performances worth highlighting, was the Just Jam International accessible breakdancing event held at Lawnmowers Arts Centre, and the festive performances event, part of EBNE wider showcase event. Our young people are now working towards a final event to be held at Sage Gateshead in July 2023.

A grant from Community Foundation Tyne and Wear brought together a busy jam-packed summer holiday programme activity weeks, for children aged 7-12 years old. The children had opportunities to write and record their own songs, play piano and drums, compile a radio show for live broadcast, including composing jingles. Learned choreographed dance routines, culminating in a showcase performance for parents, carers and friends.

As with many local charities, the main financial impact of the pandemic was a reduction to our revenue. We were overcoming this problem, only to find ourselves in the middle of a cost of living crisis, with energy and food costs rapidly increasing to unprecedented levels. We were therefore delighted to receive Cost of Living grant

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

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For the year ended 31 March 2023

support through Connected Voice which meant we could cover a large proportion of our winter heating and food costs.

Inclusion, Diversity and Equality

The Charity continues to support inclusion, diversity and quality wherever possible. There is evidence of this within our community groups.

The Charity aims to work with all areas of our community, regardless of age, disability, gender, race, religion or beliefs, and sexual or gender preference.

We support clients with mental health issues to express themselves through spoken word, singing and recording sessions.

Volunteer Contribution

Community music would not be possible at The Soundroom without acknowledging the support received by over 30 volunteers this year. Our dedicated volunteer team have pledged over 2000 hours of their time to ensure our community building remains open from 10am – 10pm weekdays and occasional weekends. This dedicated group of volunteers, both from within our local community, user groups and further afield, continue to contribute time to ensure the Charity is supported in whichever way it is required.

One particular long serving volunteer was nominated for a Lifetime Award with Gateshead Council and received confirmation that he was successful towards the end of the Charity's financial year. He will be given his award at the Gateshead Awards 2023 later in the year.

All our work was achieved, thanks to our team, partners and supporters. We thank our volunteers, staff, the 100's of musicians who pay to use and promote our space as well as this year's corporate support volunteers from Get Carter Productions.

All volunteers were fantastic in what has been a very testing period.

We also thank our funders for the year: The Community Foundation Serving Tyne & Wear and Northumberland, Leeds Building Society, Arnold Clark, Card Factory Foundation, St Cuthberts Church Blaydon, Magic Little Grants and the Rank Foundation.

5. PLANS FOR THE FUTURE

We have bold plans to continue our capital building development work in 2023/24, looking at a range of funders to support our redevelopment, this will enable us to increase our capacity to include more young people and adults with disability needs. It will also give us additional space to showcase music and arts based events, and provide a much needed dedicated social seating and refreshment zone.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

Both Trustees and staff continue to work towards providing a greater range of services for all, whilst maintaining the very popular present activities that are well attended by the local community. We continue to be a not for profit charity, additional revenue, fundraising, donations or support is put back into providing activities and services for our community. We additionally hope that by securing more funding to support our employees and to continue to grow our organisation to meet the needs of our community.

Plans for the Future

- Building repairs and refurbishment will continue to ensure the premises remain accessible, safe, secure and aesthetically pleasing for all users.
- Strengthening our governance, with improvements to Trustee induction and development
- Working towards greater financial sustainability
- Developing our existing charitable offer to include additional provision for much needed social and wellness projects for mental health and well-being. Tuition services, opportunities for playing a musical instrument are open to all, especially for young people.
- Continuing our popular holiday activity programme for local school children
- Expanding our refreshment offer with feasibility for refurbishing the kitchen to accommodate launching a hot food service in our community café
- Accrediting our real living wage employer status
- Securing significant grant funding to develop our capital building plans, services and community activities
- Developing a new three-year strategy

6. CUSTOMER AND VOLUNTEER FEEDBACK

“The soundroom is really important to me, I have long term health problems and my mental health is bad with PTSD, other community groups have not been so welcoming. I have found a home at The Soundroom, the music cafes help me socialise and make people laugh. I sing my favourite songs and have learnt skills on the drums that I share with others, a skill I didn’t even know I had. The music makes you forget other stuff going on in your life “

“As a recent participant in the music groups and now a volunteer, I can honestly say the place has really improved my health and general life. I am very proud of this community building and to be a part of what goes on inside it, its very unique and run by incredible people, somewhere where everyone comes together to share the joy of music. The place always helps improve your day, despite how bad you feel when you first get up, everything is forgotten, when the music starts”

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

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For the year ended 31 March 2023

“I have been coming here for a long time, I learnt to play the drums here, I have met other musicians who’ve helped me to play, formed rock bands and played in community bands for fundraising gigs. I have achieved all these things, despite having a brain injury when I was young and other health conditions which impact on my daily life”

7. ENVIRONMENTAL IMPACT REVIEW

As a Charity with the community at its heart we are committed to providing a better life experience for all. That is why we are prioritising becoming a greener Charity and making sure we implement Environmental and Sustainability Strategies. The Soundroom acknowledge the connection between the climate and environmental crises. We recognise our responsibility to reduce both our carbon and environmental footprint and commit to be an environmentally responsible Charity. To achieve this, we commit to the following actions:

Our Commitment:

1. The Soundroom has appointed the Centre Manager to take responsibility for enacting and reporting on its commitment to becoming an environmentally responsible organisation.
2. Staff, volunteers and contractors will be expected to help The Soundroom in carrying out its aim of being an environmentally responsible organisation, particularly in the way they carry out their day-to-day duties.
3. Induction procedures for new staff/volunteers/contractors will include information on the Charity’s environmental practices.

8. FINANCIAL REVIEW

The review of the financial year to 31st March 2023 shows the project generated income of £50,871 (2022: £39,040) which comes from a range of different sources. Earned income through room rental, rehearsals and recording, and café sale, ticket sales, Donations and Public Grants.

The financial position for the year was net incoming funds of £50,871 (2022: £39,040) and total outgoing resources of £55,107 (2022: £53,391). This leaves total funds of £24,804 (2022: £29,040), of which £6,552 is restricted (2022: £7,159) and £18,252 (2022: £21,881) is unrestricted.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

Reserves Policy

It is the policy of the Charity to try to build up free reserves of the Charity, (unrestricted funds not invested in tangible fixed assets) to a level that equates to approximately six months of expenditure. This will provide enough funds to cover management and administration support costs and any emergencies that may arise from time to time.

At 31 March 2023 the free reserves were £24,804 (2022 £29,040) which equates to approximately four months of expenditure.

9. REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS

Charity Name	The Sound Room Community Music Project CIO	
Registered Charity Number	1157494	
Registered Office and Operational address	Redheugh Studios, Cuthbert Street, Gateshead, NE8 1PH	
Trustees	Barbara Donkin Andrew Gimza Lisa Leonard	Resigned on 6 March 2023
	Bradley Rochester-Smith Justin Hancock Andrew Tinkler Christopher Carter	Resigned on 16 December 2022
Independent Examiner	Jim Dodds 33 The Glebe Morpeth	
Bankers	Lloyds Bank PLC	

10. STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing documents

Charitable Incorporated Organisation - Foundation Model - whereby the only voting members are the charity Trustees. We have adopted the Charity Commissions Model Constitution to ensure we comply with the Charities Act 2011 (the 2011 Act) and the General Regulations. This helps us to ensure we:

- Reflect recommended best practice; and
- Are legally compliant

Appointment of Trustees

Trustees are appointed for their individual knowledge, experience and skills that are considered essential to ensure the charity's effective administration and its continued sustainability, growth and development. Trustees are appointed by the Board of Trustees in a properly convened meeting. Trustees are also screened using a needs and skillsets assessment. This approach enables us to:

- Ensure we have the right skills mix on the Board to meet the administrative needs of the charity
- Ensure we do have a range of Trustees from diverse professional backgrounds to build knowledge and
- skills
- Mitigate any potential risks or threats to the charity, as far as possible; and
- Reduce, as far as is possible, the potential for any conflicts of interest with each Trustee and their existing
- professional occupations.

Organisation

The Trustees meet each quarter and deal with the administration of the charity encompassing the strategic vision, financial accountability and risk management. The operational management of the organisation is undertaken by the paid staff team.

Risk Management

The charity is managed by the board of trustees which meets quarterly and delegates the day to day running of the organisation to the Chief Officer and staff. The trustee board maintains responsibility for the strategic direction of the charity and for its funding and financial management. There is an AGM meeting each year.

The Trustees have conducted its own review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

aspects of the charitable company. These procedures and risk register are periodically reviewed to ensure that they still meet the needs of the charity.

11. STATEMENT ON PUBLIC BENEFIT

The Trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that the range of activities has provided the public benefit as described above.

How our Aims reflect the purpose of the Charity:

- We follow Charity Commission guidelines
- Our Charitable activities focus on providing accessible, affordable, and inspiring musical and creative opportunities; especially for those experiencing social exclusion, young people, and vulnerable people.
- Our management structure is that of a Board of Trustees who meet quarterly and who have responsibility to oversee the direction and management of grant funds and finances. They hold an Annual General Meeting open to the general public.

12. STATEMENT OF TRUSTEE RESPONSIBILITIES

The charity trustees are responsible for preparing a trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The charity trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO
TRUSTEES ANNUAL REPORT

For the year ended 31 March 2023

Approved by the Trustees on 29/11/2023 and signed on their behalf by:

NAME: Justin Hancock

POSITION: Trustee

Justin Hancock

SIGNATURE:

THE SOUNDROOM COMMUNITY MUSIC PROJECT
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
For the year ended 31 March 2023

I report on the financial statements of The Soundroom Community Music Project for the year ended 31 March 2023, which are set out on pages 14 to 24.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than if the requirements that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I 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.

Jim Dodds
33 The Glebe
Morpeth
Northumberland
NE61 6HW



Date: 4/12/2023

THE SOUNDROOM COMMUNITY MUSIC PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income from:					
Donations and legacies	6	5,405	-	5,405	2,340
Charitable activities					
Grants and contracts	7	2,332	19,539	21,871	21,003
Other trading activities	8	23,595	-	23,595	15,697
Total income		31,332	19,539	50,871	39,040
Expenditure on:					
Raising funds	9	871	423	1,294	726
Charitable activities					
Operation of the charity	10	34,090	19,723	53,813	52,665
Total expenditure		34,961	20,146	55,107	53,391
Net movement of funds		(3,629)	(607)	(4,236)	(14,351)
Reconciliation of funds					
Total funds brought forward		21,881	7,159	29,040	43,391
Total funds carried forward		18,252	6,552	24,804	29,040

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 16 to 24 form an integral part of these accounts.

BALANCE SHEET

As at 31 March 2023

	Notes	£	Total 2023 £	£	Total 2022 £
<u>Current assets</u>					
Debtors	17	111		20	
Cash at bank and in hand	18	26,654		31,009	
Total current assets		26,765		31,029	
Creditors: amounts falling due within one year	19	(1,961)		(1,989)	
Net current assets			24,804		29,040
Total assets less current liabilities			24,804		29,040
Total net assets or liabilities			24,804		29,040
<u>Funds of the charity</u>					
Unrestricted income funds			18,252		21,881
Restricted income funds			6,552		7,159
Total funds			24,804		29,040

The notes on pages 16 to 24 form an integral part of these accounts.

These financial statements were approved by the Board on: 29/11/2023

and are signed on its behalf by:

Justin Hancock
Chair

Justin Hancock

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Soundroom Community Music Project meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £18,252 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance or provision of other specified service is deferred until the criteria of income recognition are met.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

3.6 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities' work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of music activities and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

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

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Leasehold property improvements	Straight line over life of lease
Office and computer equipment	Straight line over four years

The charity does not currently own any tangible fixed assets.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
6 Donations and legacies				
Donations and gifts	5,405	-	5,405	2,340
	<u>5,405</u>	<u>-</u>	<u>5,405</u>	<u>2,340</u>

7 Charitable activities

Income from grants

Arnold Clark Community Fund	750	-	750	750
Card Factory Foundation	-	1,159	1,159	-
Community Foundation - Summer 2022	-	3,025	3,025	-
Connected Voice Cost of Living Grant	-	2,955	2,955	-
GMBC Capacity Building	-	-	-	2,667
Lady Skinners NAV Grant	-	-	-	500
Leeds Building Society Foundation	-	1,000	1,000	-
Newcastle CC - Energy Saving	-	-	-	4,736
Post Code Lottery - Local Giving	-	500	500	-
Sir James Knott Trust	-	-	-	2,000
Tesco - Groundwork UK	-	-	-	1,000
The National Lottery Community Fund	-	9,900	9,900	-
The Rank Foundation	-	850	850	-
The Rothley Trust	-	-	-	900
Other small grants	450	150	600	450

Other income

Other income	1,132	-	1,132	8,000
	<u>2,332</u>	<u>19,539</u>	<u>21,871</u>	<u>21,003</u>

8 Other trading activities

Recordings and rehearsals	20,517	-	20,517	10,968
Refreshments	1,822	-	1,822	704
Room hire	595	-	595	692
Fundraising	181	-	181	-
Other trading activities	480	-	480	3,333
	<u>23,595</u>	<u>-</u>	<u>23,595</u>	<u>15,697</u>

Income was £50,871 (2022: £39,040) of which £31,332 was unrestricted or designated (2022: £26,037) and £19,539 was restricted (2022: £13,003).

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
9 Raising funds				
Cost of generating income	871	423	1,294	726
	<u>871</u>	<u>423</u>	<u>1,294</u>	<u>726</u>
10 Charitable activities				
<u>Direct costs</u>				
Project staff salaries	561	5,654	6,215	13,297
Management staff costs	20,459	3,208	23,667	2,751
Training	113	-	113	-
Project activities	316	4,016	4,332	784
Volunteer expenses	44	366	410	-
<u>Support costs</u>				
Rent and utilities	2,956	2,826	5,782	4,004
Telephone and IT	614	187	801	560
Equipment	28	3	31	933
Maintenance and repairs	987	2,486	3,473	26,157
Cleaning	387	119	506	1,272
Security	435	72	507	438
Insurance	910	56	966	729
Bank charges	123	15	138	79
Licences	84	10	94	65
Sundry expenses	-	636	636	-
Professional fees	258	69	327	1,016
Prior period error	5,315	-	5,315	-
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	500	-	500	580
	<u>34,090</u>	<u>19,723</u>	<u>53,813</u>	<u>52,665</u>

Expenditure on charitable activities was £55,107 (2022: £53,390) of which £34,961 was unrestricted or designated (2022: £8,777) and £20,146 was restricted (2022: £44,613).

11 Fees for examination of the accounts

	2023 £	2022 £
Independent examiner's fees for reporting on the accounts	500	580
Other accountancy services paid to the examiner	-	808
	<u>500</u>	<u>1,388</u>

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

12 Analysis of staff costs, and the cost of key management personnel

	2023 £	2022 £
Salaries and wages	22,723	15,933
Social security costs	710	84
Pension costs (defined contribution pension plan)	234	31
Sessional staff	6,215	-
	29,882	16,048

No employee received remuneration above £60,000 (2022: nil).

The key management personnel of the charity, comprise the trustees and the charity manager. The total employee benefits of the key management personnel of the charity were £0 (2022: £0).

13 Staff Numbers

The average monthly head count was 2 staff (2022: 2 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2023 Number	2022 Number
The parts of the charity in which the employee's work:		
Charitable activities	1.1	1.0
	1.1	1.0

14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There has been no related party transactions in the reporting period.

15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £234 (2022: £31). There was £54 outstanding as at 31 March 2023 (2022: £36).

16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

17 Debtors and prepayments (receivable within 1 year)

	2023 £	2022 £
Salary holding account	26	-
Trade debtors	85	20
	111	20

18 Cash at bank and in hand

	2023 £	2022 £
Short term deposits	4,724	-
Cash at bank and in hand	21,930	31,009
	26,654	31,009

19 Creditors and accruals (payable within 1 year)

	2023 £	2022 £
Trade creditors	552	399
Taxation and social security	161	458
Accruals		
Independent examination of accounts	500	1,132
Other accruals	748	-
	1,961	1,989

20 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

21 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	21,881	31,332	(34,961)	-	18,252
Totals	21,881	31,332	(34,961)	-	18,252

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

21 Analysis of charitable funds continued

Analysis of movement in restricted funds

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Big Local	3,536	-	(3,536)	-	-
Building Maintenance	1,305	-	(1,305)	-	-
Card Factory Foundation	-	1,159	(1,159)	-	-
Community Foundation					
Akzo Nobel International Paint	732	-	(732)	-	-
Performing Arts	986	-	(986)	-	-
Summer 2022	-	3,025	(3,025)	-	-
Connected Voice Cost of Living	-	2,955	(2,955)	-	-
Lady Skinners NAV Grant	500	-	(500)	-	-
Leeds Building Society Foundation	-	1,000	(1,000)	-	-
Post Code Lottery - Local Giving	-	500	(500)	-	-
The National Lottery Community Fund	-	9,900	(3,348)	-	6,552
The Rank Foundation	-	850	(850)	-	-
Other small grants	100	150	(250)	-	-
Totals	7,159	19,539	(20,146)	-	6,552

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Big Local	To fund an after school music, dance and drama club for children aged 5-11.
Building Maintenance	To fund maintenance to the building.
Card Factory Foundation	To fund the purchase of new musical equipment including a piano, and new furniture for community music events.
Community Foundation -	
Akzo Nobel International Paint	To fund digital equipment for live music and workshop streaming, to reach out to the most vulnerable customers.
Performing Arts	To fund an after school music, dance and drama club for children aged 5-11.
Summer 2022	To fund summer holiday activities of music, dance, and drama for children aged 7-17.
Connected Voice Cost of Living	To fund a contribution to additional utility costs.
Lady Skinners NAV Grant	To fund youth music equipment.
Leeds Building Society Foundation	To fund the music cafes that are supporting people who are disadvantaged or vulnerable, providing new furniture and café serving items.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

21 Analysis of charitable funds continued

Purpose of restricted funds continued

Post Code Lottery - Local Giving To fund interactive live music sessions for adults with learning disabilities.

The National Lottery Community Fund To fund community music making activities in Gateshead.

The Rank Foundation To fund replacement of broken commercial boiler and heating system with a new energy, efficient system.

22 Capital commitments

As at 31 March 2023, the charity had no capital commitments (2022 -£nil).

23 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Cash at bank and in hand	20,102	6,552	26,654	31,009
Other net current assets/(liabilities)	(1,850)	-	(1,850)	(1,969)
	<u>18,252</u>	<u>6,552</u>	<u>24,804</u>	<u>29,040</u>

24 Guarantee

There have been no guarantees given by the charity at 31 March 2023.

25 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2023.

26 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 17 June 2014 as a body corporate under part 11 of the Charities Act 2011.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

England & Wales - Charity number 1157494

Accounts

THE SOUNDROOM COMMUNITY MUSIC PROJECT

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2022

Charity Number 1157494

THE SOUNDROOM COMMUNITY MUSIC PROJECT

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2022

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The Trustees are pleased to present their Annual Report together with the financial statements of the Charity for the period ended 31st 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 Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) [effective 1st January 2015].

1. Objectives and Activities

The Soundroom Community Music Project was founded in 2000 and became a non-profit charitable incorporated organisation (CIO) in 2014. We believe that access to music and the arts greatly improves the quality of life for people in our community.

The Board of Trustees has referred to the Charity Commission's guidance on public benefit when reviewing the Charity's objectives and planning its future activities. This annual report aims to demonstrate the link between our charitable activity and how this benefits our service users.

The Charity works for the public benefit and aims to provide a high quality resource for the development of music and the related arts for the residents of Gateshead and surrounding areas, identify and meet musical needs of different age groups in our community; elderly people, disabled people, families, children, and young people, and focus the project on marginalised and/or vulnerable groups, including those from deprived socio-economic backgrounds.

2. Outcome and Aims

The outcome of the Charity is to:

- enrich the lives for people, groups and communities through music and related arts
- providing vibrant opportunities to participate in musical experiences and guide people through their musical journey
- create a truly inclusive space at the heart of the community with modern facilities
- be a resilient, focused and well managed charity

and the Charity wishes to achieve its outcome with the following aims:

- Increase participation amongst groups less likely to engage in culture
- grow the programme of opportunities in response to users' needs and aspirations
- invest in capacity, facilities and equipment
- strengthen governance and operations

3. Achievements and Performance

As in previous years, the Charity continues to support some of the most vulnerable members of our community. We do this by providing social opportunities and learning activities through our planned programme of activities, some of which are hosted by our dedicated group of volunteers.

Covid-19 Impact

We have adapted and evolved how we deliver our services to overcome the challenges of service delivery and financial impact of the pandemic.

During this period like for so many others, the pandemic touched every aspect of our organisations work including;

- Day to day music engagement activities
- Children, and older people groups (which had to be paused) and
- Our income generation

Despite these challenges our organisation adapted, to offer access to music opportunities delivered in different ways. This was a real team effort, delivering music CDs for those that had no access to internet services and weekly radio shows, telephone calls to check in with volunteers and online digital communications supporting young people.

Restrictions changed and we altered our programme of activities several times , As COVID guidelines relaxed, we were able to increase the numbers in attendance, in addition to offering new activities for the younger age group within our community.

Plans were made for our 21st birthday celebrations (after covid cancelled our 20th year plans) with the Mayor, Funders, Trustees, Staff, Volunteers, Clients/Users and members of the local community but were unfortunately cancelled at the ‘last hour’ due to new Government guidance on Covid over the Christmas period. The Charity is determined to celebrate its 22nd year in style.

Post Covid impact

During this year we began to emerge from the pandemic with activities and projects being re-established for our community. We found a number of issues with this. Many older people found the transition very challenging and uncertain, needing a lot of support and reassurance to return to centre-based activities.

Children and youth groups are now fully returned with higher than pre-pandemic attendances for our after school groups and projects.

Positive impacts include our improved rehearsal and recording facilities that continue to draw in not only regular clients but new clientele as well.

Improvements to our digital services continued with grant support via Connected Voice to work with website consultants to design and implement a new website and introduce much needed online payments.

One impact of the pandemic has been the reduction to our revenue. Many hirers of the centre, projects, bookings which were face to face based have not all resumed. It will take our organisation time to recover from the pandemic, but we hope with the new capacity to our lower ground level and much improved facilities we can find new partners to help our musical centre move back to becoming more sustainable.

Building works and energy efficiency

Funding from the European Community Fund and additional funding from the Rothley and D'Oyly Carte charitable Trusts and Lottery, allowed further refurbishment works to continue throughout the year:

- Extraction fans fitted to several rooms
- Repairs to the office ceiling and roof
- Acoustic refurbishment of the studio vocal booth
- Continuing works in the basement to create additional room hire space.

Work to start installation of a brand new energy efficient Gas heating system started in January 2022, which is supplemented with electric heating in our studio and basement rehearsal rooms which has lowered our carbon footprint overall and importantly reduced our heating costs.

Staffing

The centre employs a part time Centre Manager to oversee the building. As the Charity's operating hours increase, the Charity has now gained another employee who works on alternative days to the Centre Manager (24 hours per week). Any additional hours are covered by the dedicated group of volunteers.

Learning and Development

Centre Manager received one to one coaching and mentoring in charity leadership and development. Staff, key volunteers have enhanced personal development goals by completing online training including Health & Safety and Safeguarding.

Community Work

The Soundroom continued to implement COVID safe activities, following on from the practices implemented from the previous year.

Music Café - The cafe continued with its music request Radio show with the support of the Star and Shadow Cinema community radio platform and licence until July 2021. After a summer break, the Soundroom Community Band began a pre booked music cafe session on Monday afternoons. Additionally, with the support of a mental health music practitioner, a Thursday afternoon music cafe was able to be offered to a small group of extremely vulnerable adults with learning disabilities who were unable to attend the Monday sessions. This was funded by the National Lottery. These Monday and Thursday sessions were eventually opened up to accommodate the regular attendees as well as new clients.

Cinema Club - small group attended film screening sessions

Tea dances and music and memories café - the Centre Manager continued communication by telephone and online forums due to the strict protocols imposed by older community homes, which prevented the older community attending. A music and memories cafe was trialled for any individuals who may wish to attend but this attracted low numbers, again due to the concerns of the older population. We hope to reinstate these in the near future.

Youth group - after having maintained communication with the young people of the area, who had previously attended the youth sessions, the Charity was able to reinstate the youth sessions in September with grant support from Foyle Foundation, Lady Skinners Foundation, and Big Local. These sessions were funded until May 2022.

Thereafter we were able to continue the sessions working in partnership with Gem Arts.

Music dance and drama - following on from the pre covid Stage school, the Charity engaged the support of Gem Arts to provide music, dance and drama activities for the 8 to 12 year age group. These sessions give the young children opportunity to learn an instrument, write songs and perform street dance. This is well attended by a regular diverse group of children. Thank you to the Warburtons and Reed Foundation.

Rehearsals and recording - we continue to provide affordable practise room hire to local community groups and the general public. Recording has continued within strict COVID health and safety guidelines.

Our links with the local Jewish schools, primary schools, youth groups, college and community groups have been maintained due to the dedicated work carried out by our Centre Manager and Studio Technician.

Local community events - The Soundroom organised an open day to showcase our newly refurbished space to our community, also supported Big Local with their annual Summer Programme, providing a venue and appropriate staff, enabling free events to be held within the local community. These included a kid's radio show, a family film showing, open studio events providing an insight to the technical side of a studio/how to record as well as beginner's guitar sessions.

Tesco and Arnold Clark community grants allowed us to refurbish our community café area and provide new seating.

Inclusion, Diversity and Equality

The Charity continues to support inclusion, diversity and equality wherever possible. There is evidence of this within our community groups.

The charity aims to work with all areas of our community, regardless of age, disability, gender, race, religion and sexual or gender preference.

We support clients with mental health issues to express themselves through spoken word, singing and recording sessions.

Volunteer Contribution

Since The Soundroom inception in the year 2000 (and as part of the Deckham Music collective before that) the project has always been driven forward by local people. This commitment helps our organisation reflect local concerns. It also enables our charity aims to match closely to the wider needs of the communities we are here to serve.

We are especially grateful for the time and enthusiasm shown by everyone to ensure the project kept running during covid times, especially as we enter our 22nd anniversary year. We recognise that without this help, we may not be able to provide such a range of activities and extend our opening hours.

As the covid restrictions have relaxed, volunteer numbers have increased slightly, as vulnerable volunteers were able to return to assist with the face to face community projects. The dedicated group of volunteers have remained and continue to assist the Centre Manager and the Charity in whichever way they can.

4. Plans for the Future - Emerging Stronger

The Trustees and staff continue to maintain present activities, plan and work towards providing a greater range of services for all, taken into account the views of our clients and local community. These include workshop projects for mental health groups, young parents and children, as well as aiming to provide affordable tuition for anyone wishing to learn how to play a musical instrument. The recent acquisition of musical instruments donated by Milton Keynes Education Services, will help these projects come to fruition.

The Charity aims to increase usage which will enable a surplus of funds, which in turn will allow additional staff to be employed, providing a greater opportunity for increased opening hours and further projects for our community.

The building repairs and refurbishment will continue well into the future to ensure that the premises remain safe, secure and aesthetically pleasing for all users.

Digital improvements will include rolling out the new website and introduction of online payments.

Financial Review

Review of the financial year to 31 March 2022 shows the Project generated income of £38,540 which comes from a range of different sources:

- Earned income through room rental, rehearsals and recording, and café sales
- Fundraised income, including donations
- Public grants, including HMRC Job Retention and Gateshead Council and Government Covid Grants

The financial position for the year shows net incoming funds of £39,040 (2021:£50,906) and total outgoing resources of £53,391 (2021: £57,908) which, with the balance from 2021 of £43,391 leaves funds of £29,040 of which £7,159 is restricted. This leaves unrestricted funds of £21,881.

5. Statement of Trustee Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 15.02.2023 and signed on their behalf by:

Justin Hancock

Chair

THE SOUNDROOM COMMUNITY MUSIC PROJECT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2022

I report on the financial statements of The Soundroom Community Music Project for the year ended 31 March 2022, which are set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Julie Eastlake
Connected Voice Business Services Ltd
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 16.02.2023

THE SOUNDROOM COMMUNITY MUSIC PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2022

	Notes	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
		£	£	£	£
Income from:					
Donations and legacies	6	2,340	-	2,340	662
Charitable activities	7	23,697	13,003	36,700	50,244
Total income		26,037	13,003	39,040	50,906
Expenditure on:					
Charitable activities					
Operation of the charity	8	8,777	44,613	53,391	57,908
Total expenditure		8,777	44,613	53,391	57,908
Net income/(expenditure)		17,259	(31,610)	(14,351)	(7,002)
Transfers between funds		(9,539)	9,539	-	-
Net income/(expenditure) and net movement of funds		7,720	(22,071)	(14,351)	(7,002)
Reconciliation of funds					
Total funds brought forward		14,161	29,230	43,391	50,393
Total funds carried forward		21,881	7,159	29,040	43,391

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 12 to 20 form an integral part of these accounts.

BALANCE SHEET

As at 31 March 2022

	Notes	£	Total 2022 £	£	Total 2021 £
Current assets					
Cash at bank and in hand	15	31,009		44,328	
Debtors control account	16	20			
Total current assets		31,029		44,328	
Creditors: amounts falling due within one year	17	(1,989)		(937)	
Net current assets			29,040		43,391
Total assets less current liabilities			29,040		43,391
Total net assets or liabilities			29,040		43,391
Funds of the charity					
Unrestricted income funds			21,881		14,161
Restricted income funds			7,159		29,230
Total funds			29,040		43,391

The notes on pages 12 to 20 form an integral part of these accounts.

These financial statements were approved by the Board on: 15.02.2023

and are signed on its behalf by: Justin Hancock
Trustee

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Soundroom Community Music Project meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. In response to the COVID-19 pandemic, the trustees have revised their forecasts to take into account measures that they can take with the current resources available to mitigate the impact of the current adverse conditions. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

3.6 Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

3.7 Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

3.8 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

All expenditure is accounted for on an accrual basis. Expenditure on charitable activities includes the costs of music activities and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

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

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

4.6 Pensions

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a reducing balance basis:

The Charity currently has no tangible fixed assets over £1,000.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
6 Donations and legacies				
Donations	2,340	-	2,340	662
	<u>2,340</u>	<u>-</u>	<u>2,340</u>	<u>662</u>
7 Charitable activities				
<u>Grant income</u>				
Community Foundation				
- Community Infrastructure Levy	-	-	-	4,404
- Akzo Nobel International Paint	-	-	-	1,561
D'Oyly Carte	-	-	-	3,350
GMBC - Covid Recovery	-	-	-	21,885
HMRC CJRS Grant	-	-	-	10,825
NAREC	-	-	-	1,079
National Lottery	-	-	-	1,903
St Chads - Covid Recovery Digital	-	-	-	1,628
St Chads - Community Youth Group	-	150	150	-
St Chads - Community Princes Trust	-	200	200	-
Sir James Knott	-	2,000	2,000	-
GMBC - Capacity Building	-	2,667	2,667	-
Fund				
Bensham & Saltwell Princes Trust	-	100	100	-
Tesco - Groundwork UK	-	1,000	1,000	-
Arnold Clark	-	750	750	-
Lady Skinners NAV Grant	-	500	500	-
Rothley Trust	-	900	900	-
	-	4,736	4,736	-
Newcastle CC - Energy Saving				
Other	8,000		8,000	250
<u>Other income</u>				
Rehearsal	8,713	-	8,713	749
Recording	2,255	-	2,255	178
Rent/Storage	145	-	145	427
Refreshments	704	-	704	38
Other Income	2,899	-	2,899	1,967
Earned Income - Room Hire	120	-	120	-
Earned Income - Room Hire	572	-	572	-
Community Groups				
Merchandise	190	-	190	-
Equipment Hire	10	-	10	-
Sales	88	-	88	-
	<u>23,697</u>	<u>13,003</u>	<u>36,700</u>	<u>50,244</u>

Income was £39,040 (2021: £50,906) of which £26,037 was unrestricted or designated (2021: £36,731) and £13,003 was restricted (2021: £14,175).

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
8 Charitable activities				
<u>Direct costs</u>				
Project staff	176	13,121	13,297	604
Management staff costs	(459)	3,210	2,751	26,079
Training	-	-	-	175
Project costs	187	597	784	2,163
Volunteer expenses	-	-	-	95
<u>Support costs</u>				
Rent & Utilities	3,727	277	4,004	3,488
Telephone and IT	560	-	560	499
Equipment	520	414	933	1,132
Maintenance and repairs	627	25,530	26,157	17,704
Cleaning	777	494	1,272	310
Security	120	318	438	1,820
Insurance	729	-	729	497
Bank charges	77	2	79	7
Licenses	-	-	-	340
Sundry expenses	65	-	65	-
Café Costs	147	-	147	-
Purchases	-	579	579	-
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	580	-	580	552
Other professional services	944	72	1,016	2,444
	<u>8,777</u>	<u>44,613</u>	<u>53,391</u>	<u>57,908</u>

Expenditure on charitable activities was £53,391 (2021: £57,908) of which £8,777 was unrestricted or designated (2021: £44,390) and £44,613 was restricted (2021: £13,518)

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

9 Fees for examination of the accounts

	2022 £	2021 £
Independent examiner's fees for reporting on the accounts	580	552
Other accountancy services paid to the examiner	808	2,540
	1,388	3,092

10 Analysis of staff costs and the cost of key management personnel

	2022 £	2021 Restated £
Salaries and wages	15,932	25,021
Social security costs	84	1,295
Pension costs (defined contribution pension plan)	31	367
	16,047	26,683

Salaries have been corrected for adjustment to the balance sheet holding account b/f 2021

No employee received remuneration above £60,000 (2021: nil)

The key management personnel of the charity, comprise the trustees. The total benefits of the key management personnel of the charity were £0 (2021: £0).

11 Staff numbers

The average monthly head count was staff (2021: 2 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2022 Number	2021 Number
The parts of the charity in which the employee's work		
Charitable activities	1.0	1.0
	1.0	1.0

12 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £31 (2021: £367).

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (2021: £nil).

Trustees' expenses

No trustee expenses have been incurred in the year.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

15 Cash at bank and in hand

	2022 £	2021 £
Cash at bank and in hand	31,009	44,328
	<u>31,009</u>	<u>44,328</u>

16 Debtors (due within 1 year)

	2022 £	2021 £
Debtors	20	-
	<u>20</u>	<u>-</u>

17 Creditors and accruals (payable within 1 year)

	2022 £	2021 £
Other creditors	399	-
Accruals		
Independent examination of accounts	1,132	552
Other tax and social security	458	385
	<u>1,989</u>	<u>937</u>

18 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

19 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	14,161	26,037	(8,777)	(9,539)	21,881
Totals	<u>14,161</u>	<u>26,037</u>	<u>(8,777)</u>	<u>(9,539)</u>	<u>21,881</u>

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

20 Analysis of movement in restricted funds

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Awards 4 All	6,009	-	(6,009)	-	-
Building Maintenance	1,615	-	(310)	-	1,305
Community Foundation					
- Performing Arts	1,661	-	(675)	-	986
- Community Infrastructure Levy	1,557	-	(1,591)	34	-
- Akzo Nobel International Paint	811	-	(80)	-	732
- Gateshead Thrive	8,625	-	(8,625)	-	0
D'Oyly Carte	3,350	-	(3,350)	-	-
Foyles Foundation	790	-	(3,210)	2,420	-
Hadrian	80	-	(80)	-	-
Local Giving	8	-	(8)	-	-
NAREC	-	-	-	-	-
National Lottery	(135)	-	(196)	331	-
St Chads - Covid Recovery Digital	1,089	-	(1,011)	-	78
St Chads - Stage School	3,320	-	(212)	-	3,108
Warburtons Community Grants	250	-	(250)	-	-
WH Smith Trust	200	-	(200)	-	-
St Chads - Community Youth Group	-	150	-	-	150
St Chads - Community Princes Trust	-	200	-	-	200
Sir James Knott	-	2,000	(2,141)	141	-
GMBC - Capacity Building Fund	-	2,667	(8,756)	6,089	-
Bensham & Saltwell Princes Trust	-	100	-	-	100
Tesco - Groundwork UK	-	1,000	(1,000)	-	-
Arnold Clark	-	750	(803)	53	-
Lady Skinners NAV Grant	-	500	-	-	500
Newcastle City Council	-	4,736	(4,736)	-	-
Rothley Trust	-	900	(1,371)	471	-
Totals	29,230	13,003	(44,613)	9,539	7,159

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Awards 4 All	To fund the Community program.
Building Maintenance	To fund building maintenance.
Catherine Cookson	To fund a new carpet for the community room space.
Community Foundation-	
- Performing Arts	To fund an after school music, dance and drama club for children aged 5-11.
- Community Infrastructure Levy	To fund the refurbishment of the basement into an additional space for community use.
- Akzo Nobel International Paint	To fund digital equipment for live music and workshop streaming to reach out to the most vulnerable customers.
- Gateshead Thrive	To fund business review planning, capacity building and development work across the charity.
D'Oyly Carte	To fund youth music sessions and equipment for economically disadvantaged children in the area.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

Purpose of restricted funds continued

Foyles Foundation	To fund costs towards the post of a Youth and Community Manager role.
GMBC - Capacity Building Fund	To fund charity development works.
Hadrian	To fund equipment for Early Years Music group.
HMRC CRS Grant	To fund the retention of staff during the Covid pandemic.
Local Giving	To fund tea dances.
NAREC	To fund green energy improvement with LED lighting.
National Lottery	
St Chads - Covid Recovery Digital	To fund Covid business recovery and performance costs.
St Chads - Stage School	To fund an after school music, dance and drama club for children aged 5-11.
Warburtons Community Grants	To fund afterschool theatre and performing arts group equipment and end of term party for local children.
WH Smith Trust	To fund new and replacement music project equipment.
St Chads Community Princes Trust	Prince's Trust Volunteering Project
Sir James Knott	Urgent Building upgrades
Bensham & Saltwell Princes Trust	Cost of Protective equipment and decorative item
Tesco - Groundwork UK	Building Improvements and project equipment
Arnold Clark	Project equipment
Lady Skinners NAV Grant	Youth Music equipment
Rothley Trust	Energy Efficiency building improvements

Transfers between funds

	Reason for transfer	Amount £
All restricted fund transfers	To cover restricted fund deficits	9,539

21 Capital commitments

As at 31 March 2022, the charity had no capital commitments (2021 -£nil)

22 Guarantee

There have been no guarantees given by the charity at 31 March 2022.

23 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2022.

24 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 17 June 2014 as a body corporate under part 11 of the Charities Act 2011.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

England & Wales - Charity number 1157494

Accounts



THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2021

Charity Number 1157494

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

The trustees are pleased to present their annual report together with the financial statements of the charity for the period ended 31 March 2021, 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 Memorandum and Articles of Association, and 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).

1. Objectives and Activities

The Soundroom Community Music Project was founded in 2000 and became a non-profit Charitable Incorporated Organisation (CIO) in 2014. We believe that access to music and the arts greatly improves the quality of life for people in our community.

The Board of Trustees has referred to the Charity Commission's guidance on public benefit when reviewing the Charity's objectives and planning its future activities. This annual report will aim to demonstrate the link between our charitable activity and how this benefits our service users.

The Charity works for the public benefit and aims to provide a high-quality resource for the development of music and the related arts for the residents of Gateshead and surrounding areas, identify and meet musical needs of different age groups in our community; elderly people, disabled people, families, children, and young people, and focus the project on marginalised and/or vulnerable groups, including those from deprived socio-economic backgrounds.

2. Achievements and Performance

We continue to strive to support some of the most vulnerable members of our community. We provide weekly social and learning activities and our dedicated group of volunteers continue to plan our programme and host many of our events.

We celebrated our 20th year anniversary year of the project on December 2020.

Through what has been a turbulent year in the charity's history, the impact of the pandemic on the organisation, and subsequent ability to continue with well-established community groups and activities has been challenging. The charity was still able to achieve completions of some well overdue repairs and building improvements, Trustee, staff, and volunteer development, provide rehearsal and recording facilities and conduct community group activities whilst adhering to covid regulations throughout.

Building

With the unknown time scale of being able to reopen the project, staff undertook a building maintenance review and established urgent building repairs and maintenance requirements. Asbestos was removed from the stage and basement rooms and redecoration of the main areas of the building began, but as restrictions around reopening became clearer, the charity took the decision to focus on further refurbishment works of the toilets, kitchen, recording and rehearsal rooms. In addition to the internal works, necessary urgent repairs were made to the roof and a damp proof course installed in the basement.

A capital grant received from NE Community Foundation led to refurbishment of the basement area of the building. This can now be used for more activities.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

After consultation with a company providing energy grants, a full green energy audit was commissioned and quotes were obtained from various companies for a replacement central heating system and LED lighting. New LED lighting was installed following a grant from Rothley Trust and further grant funding sources explored for replacing the outdated heating system

Work also began on renewing air venting systems to comply with new covid 19 safe reopening guidance.

The alarm system was upgraded and a card payment system was purchased thanks to a covid business improvement grant from Big Local Gateshead.



THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

Development Plan

As a result of a grant from Gateshead Thrive Fund, the Trustees commissioned Connected Voice to conduct a full Business Review and support them in creating a new Development and Strategic Plan that would help the Charity to grow and achieve longevity within the community. This involved questionnaires, interviews and meetings with trustees, staff, volunteers, users of the facilities (particularly those from the local community) and research of both the local area and other similar community facilities nationally.

The conclusion of these findings culminated in the Trustees evaluating and assessing the aims and objectives of the Charity to see if they were still appropriate/relevant. Additionally, the Trustees agreed to review and act upon the recommendations as part of the development plan.

Staffing

Following on from the previous years' staff restructuring, the Charity has managed to retain the Centre Manager on reduced hours/furlough. This has only been possible with the commitment of trustees and volunteers who have given additional support when necessary.

During the summer months the charity hosted the Newcastle University MA student on placement who supported the centre manager with keeping in touch programme and digital service changes.

Learning and Development

A new trustee was received onto the board.

Staff, key volunteers and trustees enhanced personal development goals by completing extensive online training. Staff and trustees have completed first aid, food hygiene and general safeguarding and level 3 safeguarding training. Additional courses include Mental Health Level 2, Health & Safety level 2 & 3 and Covid awareness and cleaning training.

In June we joined online events for Small Charity Week along with organisations from across the North East and entered a dragon's den style competition organised by Connected Voice. After submitting a short video film about The Soundroom, we were thrilled to win and accept the prize for branding support kindly donated by altogethercreative.co.uk/. We now have a wonderful new logo, designed in consultation with our service users and volunteers.

Community Work

The Soundroom had always delivered activities for the benefit of the local community, but due to the guidance of the Government and Public Health departments, in addition to the vulnerability of the clients/attendees/volunteers, many of the community group activities were suspended.

New ways of working were introduced and when the time was right, safe re-opening plans were put in place, cleaning equipment and new PPE covid safety items were purchased with grant support from Big Local Gateshead and National Lottery community fund.

The in house community programme activities were replaced in several ways:

Music Café - the Centre Manager and a Volunteer kept in touch with clients via phone calls, as we found many service users did not have access to the internet. Additionally, a DVD of familiar songs sung by the band was produced and distributed to service users to try and help with loneliness, thanks to the National Lottery covid recovery fund. A grant from Big Local to improve and change our services allowed us to purchase digital equipment, this meant the lead volunteer from the band had the equipment to host a Music Café Radio Request

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

Show, and with a helping hand from the Star & Shadow Cinema, we created several keeping in touch radio shows using their community radio platform and licence.

Tea Dances and Music and Memories Café - the Centre Manager and key volunteers maintained communication via telephone and online forums.

Youth Group - The Youth Worker and Volunteer maintained contact with the youth via social communication apps and were able to arrange a Christmas get together via Zoom – again thanks to support from Big Local.

Accessible Film Club was reinstated and attended by groups of people in 'social bubbles' The sessions were attended by a local Supported Living Home for adults with learning disabilities, described as a lifeline for them being able to leave the house at last.

Unfortunately, the other community activities and partnership activities remained suspended due to covid restrictions.

Rehearsals/Recording

The Soundroom continued to provide affordable recording and practice room hire to community groups and the general public. When public health guidance allowed we were able to provide rehearsal facilities for professional bands but under new strict covid health and safety guidelines.

We also continued to maintain relationships with the Jewish Schools and Community who had previously regularly attended for recordings and were able to conduct recordings within 'covid' guidelines later in the year, as well as provide 1:1 tuition on how to use recording equipment with our volunteer studio technician.



Despite Covid, the Soundroom engaged with over 250 people.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

Inclusion diversity and equality

We continue to support inclusion, diversity and equality and have welcomed several groups to the Soundroom and will continue to do so as and when this is possible.

We aim to work with all areas of our community, regardless of age, disability, gender, race, religion and sexual or gender preference.

Also we support clients with mental health issues to express themselves; through spoken word and singing via recording sessions and CD production. A new mental health well-being band started between lockdowns, a chance for people to socialise through music participation.

Volunteer Contribution

Unfortunately, due to Covid, we were not in a position to increase our numbers of volunteers for face to face project delivery, and many of our regular volunteers were unable to attend and support us due to their own vulnerability and/or age.

We did however recruit new volunteers to help with building refurbishments and along with a small, dedicated group of volunteers and trustees we maintained links with service users of the Soundroom and started on refurbishments. They have been essential in providing support to the Centre Manager and the Charity during unprecedented times.

3. Plans for Future Periods

We continue to plan and maintain projects to further develop a greater range of services for the local community. Some of the new projects (which have been on hold) include expanding youth provision to increase the range of musical and art practises available, to extend the age range of youth we work with, to provide workshop projects for mental health groups, opportunities for young parents and children, and also provide affordable tuition for adults to learn how to play a musical instrument.

We hope to continue upgrading the premises through general decorating and maintenance, new carpets, a new heating system and secure boundaries.

Emerging Stronger from COVID-19 Impact:

We acknowledge that lockdown closures have had a huge impact upon how we delivered our services and our resources. The road back to recovery will be a challenge, we can though, state that we remain committed to being both operational and viable going forward. As an organisation we have adapted and evolved to ensure that we can overcome the challenges that a pandemic can bring.

We will be patient and remain positive that the capital improvements to our building, including our basement refurbishment will lead to revenue changes for the project and the ability to increase our capacity, which we hope, will help our recovery and get us back to our long term sustainability aims.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

4. Reference and administrative details of the charity, its trustees and advisors

Charity Name The Sound Room Community Music Project CIO

Registered Charity Number 1157494

Operational address Redheugh Studios,
Cuthbert Street,
Gateshead,
NE8 1PH

Trustees Barbara Donkin
Andrew Gimza
Lisa Leonard
Bradley Rochester-Smith
Justin Hancock
Andrew Tinkler

Independent Jim Dodds
Examiner Connected Voice Business Services Limited
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF

Bankers Square

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

5. Structure, Governance and Management

Governing documents

Charitable Incorporated Organisation - Foundation Model - whereby the only voting members are the charity Trustees. We have adopted the Charity Commissions Model Constitution to ensure we comply with the Charities Act 2011 (the 2011 Act) and the General Regulations. This helps us to ensure we:

- Reflect recommended best practice; and
- Are legally compliant

Appointment of Trustees

Trustees are appointed for their individual knowledge, experience and skills that are considered essential to ensure the charity's effective administration and its continued sustainability, growth and development. Trustees are appointed by the Board of Trustees in a properly convened meeting. Trustees are also screened using a needs and skillsets assessment. This approach enables us to:

- Ensure we have the right skills mix on the Board to meet the administrative needs of the charity
- Ensure we do have a range of Trustees from diverse professional backgrounds to build knowledge and skills
- Mitigate any potential risks or threats to the charity, as far as possible; and
- Reduce, as far as is possible, the potential for any conflicts of interest with each Trustee and their existing professional occupations.

Organisation

The Trustees meet each quarter and deal with the administration of the charity encompassing the strategic vision, financial accountability and risk management. The operational management of the organisation is undertaken by the paid staff team.

Risk management

The Trustees have examined the major risks which the Charity faces in relation to external factors, governance and management, internal operations, and business. They have considered the likelihood and the impact of risks and reviewed which systems should be in place to control and reduce those risks. Systems have been put in place, including other financial policies, updating policies and procedures, and limited accessibility to the bank accounts, a two-signatory system for expenditure, altogether a more secure and streamlined financial management system. The systems are designed to provide reasonable, but not absolute assurance, against material loss or misstatement of loss. Part of the Centre Managers role is to support the Trustees by keeping these systems up to date and aim to deal with any issues that should arise.

Risks are known and monitored periodically as part of the day to day running of the establishment.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

6. Statement on Public Benefit

The Trustees have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that the range of activities has provided the public benefit as described above.

How our Aims reflect the purpose of the Charity:

- We follow Charity Commission guidelines
- Our Charitable activities focus on providing accessible, affordable, and inspiring musical and creative opportunities; especially for those experiencing social exclusion, young people, and vulnerable people.
- Our management structure is that of a Board of Trustees who meet monthly and who have responsibility to oversee the direction and management of grant funds and finances. They hold an Annual General Meeting open to the general public.

7. Financial Review

Funding Development & Income Generation

We received a total of £14,175 from 7 trusts and foundations. Earned income from activity was just £3,359, a drop of around 90% compared to previous years.

The Centre Manager submitted several applications to trusts and foundations and covid recovery in early 2020.

The financial position for the year shows net incoming funds of £50,906 and total outgoing resources of £57,908 which with the balance from 2020 of £50,393 leaves funds of £43,391 of which £29,230 are restricted. This leaves unrestricted funds of £14,161.

Unfortunately, due to urgent building works including roof repairs, damp proofing and redecorating costs the unrestricted reserves have reduced.

Reserves Policy

It is the policy of the Charity to try to build up unrestricted funds which are free reserves of the Charity, to a level that equates to approximately six months unrestricted expenditure. This will provide enough funds to cover management and administration support costs and any emergencies that may arise from time to time.

At 31 March 2021 the free reserves were £14,161 and this compares to unrestricted expenditure during the year ended 2021 of £44,390.

The Trustees are responsible for keeping proper accounting records which show with reasonable accuracy the financial position of the charity, and which enables them to ascertain that financial position and to enable them to comply with applicable law

The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE SOUND ROOM COMMUNITY MUSIC PROJECT CIO

TRUSTEES ANNUAL REPORT

For the year ended 31 March 2021

8. Statement of Trustee Responsibilities

The charity trustees are responsible for preparing a trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The charity trustees are required to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources. In preparing financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 31/01/2022 and signed on their behalf by:

NAME: Justin Hancock

POSITION: Trustee

SIGNATURE 

THE SOUNDROOM COMMUNITY MUSIC PROJECT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2021

I report on the financial statements of The Soundroom Community Music Project for the year ended 31 March 2021, which are set out on pages 11 to 21.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Jim Dodds
Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF
Date: 31/01/2022



THE SOUNDROOM COMMUNITY MUSIC PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2021

	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020 (restated)
		£	£	£	£
Income from:					
Donations and legacies	6	662	-	662	-
Charitable activities	7	36,069	14,175	50,244	67,658
Total income		36,731	14,175	50,906	67,658
Expenditure on:					
Charitable activities					
Operation of the charity	8	44,390	13,518	57,908	60,812
Total expenditure		44,390	13,518	57,908	60,812
Net income/(expenditure)		(7,659)	657	(7,002)	6,846
Transfers between funds		2,000	(2,000)	-	-
Net income/(expenditure) and net movement of funds		(5,659)	(1,343)	(7,002)	6,846
Reconciliation of funds					
Total funds brought forward		19,820	30,573	50,393	43,547
Total funds carried forward		14,161	29,230	43,391	50,393

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 13 to 21 form an integral part of these accounts.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

Charity Number 1157494

BALANCE SHEET

As at 31 March 2021

	Notes	£	Total 2021 £	£	Total 2020 £
Current assets					
Cash at bank and in hand	15	44,328		51,863	
Total current assets		44,328		51,863	
Creditors: amounts falling due within one year	16	(937)		(1,470)	
Net current assets			43,391		50,393
Total assets less current liabilities			43,391		50,393
Total net assets or liabilities			43,391		50,393
Funds of the charity					
Unrestricted income funds			14,161		19,820
Restricted income funds			29,230		30,573
Total funds			43,391		50,393

The notes on pages 13 to 21 form an integral part of these accounts.

These financial statements were approved by the Board on: 31/01/2022

and are signed on its behalf by: Justin Hancock
Trustee

Justin Hancock

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Soundroom Community Music Project meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. In response to the COVID-19 pandemic, the trustees have revised their forecasts to take into account measures that they can take with the current resources available to mitigate the impact of the current adverse conditions. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

3.6 Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

3.7 Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

3.8 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

All expenditure is accounted for on an accrual basis. Expenditure on charitable activities includes the costs of music activities and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

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

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

THE SOUNDROOM COMMUNITY MUSIC PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

4.6 Pensions

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a reducing balance basis:

The Charity currently has no tangible fixed assets over £1,000.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
6 Donations and legacies				
Donations	662	-	662	-
	<u>662</u>	<u>-</u>	<u>662</u>	<u>-</u>
7 Charitable activities				
<u>Grant income</u>				
Awards 4 All	-	-	-	9,617
Community Foundation				
- Performing Arts	-	-	-	2,750
- Community Infrastructure Levy	-	4,404	4,404	-
- Akzo Nobel International Paint	-	1,561	1,561	-
- Gateshead Thrive	-	-	-	10,000
D'Oyly Carte	-	3,350	3,350	-
Foyles Foundation	-	-	-	6,000
GMBC - Covid Recovery	21,885	-	21,885	-
HMRC CJRS Grant	10,825	-	10,825	-
NAREC	-	1,079	1,079	-
National Lottery	-	1,903	1,903	-
St Chads - Covid Recovery Digital	-	1,628	1,628	-
St Chads - Stage School	-	-	-	3,320
Other	-	250	250	1,468
<u>Other income</u>				
Rehearsal	749	-	749	12,005
Recording	178	-	178	7,778
Rent/Storage	427	-	427	1,381
Refreshments	38	-	38	1,772
Other	1,967	-	1,967	11,567
	<u>36,069</u>	<u>14,175</u>	<u>50,244</u>	<u>67,658</u>

Income was £50,906 (2020: £67,658) of which £36,731 was unrestricted or designated (2020: £34,503) and £14,175 was restricted (2020: £33,155).

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
8 Charitable activities				
<u>Direct costs</u>				
Project staff	234	370	604	2,720
Management staff costs	22,869	3,210	26,079	34,080
Training	-	175	175	-
Project costs	494	1,669	2,163	1,094
Volunteer expenses	-	95	95	70
<u>Support costs</u>				
Rent & Utilities	3,488	-	3,488	6,696
Telephone and IT	353	146	499	409
Equipment	590	542	1,132	3,501
Maintenance and repairs	11,592	6,112	17,704	6,268
Cleaning	310	-	310	190
Security	1,820	-	1,820	986
Insurance	497	-	497	846
Bank charges	7	-	7	-
Licenses	340	-	340	209
Sundry expenses	-	-	-	2,743
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	552	-	552	500
Other professional services	1,244	1,200	2,444	500
	<u>44,390</u>	<u>13,518</u>	<u>57,908</u>	<u>60,812</u>

Expenditure on charitable activities was £57,908 (2020: £60,812) of which £44,390 was unrestricted or designated (2020: £44,615) and £13,518 was restricted (2020: £16,197)

9 Fees for examination of the accounts

	2021 £	2020 £
Independent examiner's fees for reporting on the accounts	552	500
Other accountancy services paid to the examiner	2,540	500
	<u>3,092</u>	<u>1,000</u>

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

10 Analysis of staff costs and the cost of key management personnel

	2021 £	2020 £
Salaries and wages	23,861	30,245
Social security costs	1,295	3,373
Pension costs (defined contribution pension plan)	367	462
	25,524	34,080

No employee received remuneration above £60,000 (2020: nil)

The key management personnel of the charity, comprise the trustees. The total benefits of the key management personnel of the charity were £0 (2020: £0).

11 Staff numbers

The average monthly head count was 2 staff (2020: 3 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2021 Number	2020 Number
The parts of the charity in which the employee's work		
Charitable activities	1.0	1.5
	1.0	1.5

12 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £367 (2020: £462).

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (2020: £nil).

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

15 Cash at bank and in hand

	2021 £	2020 £
Cash at bank and in hand	44,328	51,863
	44,328	51,863

16 Creditors and accruals (payable within 1 year)

	2021 £	2020 £
Other creditors	-	620
Accruals		
Independent examination of accounts	552	500
Other tax and social security	385	350
	937	1,470

17 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

18 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	19,820	36,731	(44,390)	2,000	14,161
Totals	19,820	36,731	(44,390)	2,000	14,161

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

Analysis of movement in restricted funds

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Awards 4 All	6,379	-	(370)	-	6,009
Building Maintenance	1,615	-	-	-	1,615
Catherine Cookson	250	-	(250)	-	-
Community Foundation				-	
- Performing Arts	1,661	-	-	-	1,661
- Community Infrastructure Levy	-	4,404	(2,847)	-	1,557
- Akzo Nobel International Paint	-	1,561	(750)	-	811
- Gateshead Thrive	10,000	-	(1,375)	-	8,625
D'Oyly Carte	-	3,350	-	-	3,350
Foyles Foundation	6,000	-	(3,210)	(2,000)	790
GMBC - Capacity Building Fund	1,060	-	(1,060)	-	0
Hadrian	80	-	-	-	80
Local Giving	8	-	-	-	8
NAREC	-	1,079	(1,079)	-	-
National Lottery	-	1,903	(2,038)	-	(135)
St Chads - Covid Recovery Digital	-	1,628	(539)	-	1,089
St Chads - Stage School	3,320	-	-	-	3,320
Warburtons Community Grants	-	250	-	-	250
WH Smith Trust	200	-	-	-	200
Totals	30,573	14,175	(13,518)	(2,000)	29,230

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Awards 4 All	To fund the Community program.
Building Maintenance	To fund building maintenance.
Catherine Cookson	To fund a new carpet for the community room space.
Community Foundation-	
- Performing Arts	To fund an after school music, dance and drama club for children aged 5-11.
- Community Infrastructure Levy	To fund the refurbishment of the basement into an additional space for community use.
- Akzo Nobel International Paint	To fund digital equipment for live music and workshop streaming to reach out to the most vulnerable customers.
- Gateshead Thrive	To fund business review planning, capacity building and development work across the charity.
D'Oyly Carte	To fund youth music sessions and equipment for economically disadvantaged children in the area.

The Soundroom Community Music Project

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

Purpose of restricted funds continued

Foyles Foundation	To fund costs towards the post of a Youth and Community Manager role.
GMBC - Capacity Building Fund	To fund charity development works.
Hadrian	To fund equipment for Early Years Music group.
HMRC CRS Grant	To fund the retention of staff during the Covid pandemic.
Local Giving	To fund tea dances.
NAREC	To fund green energy improvement with LED lighting.
National Lottery	
St Chads - Covid Recovery Digital	To fund Covid business recovery and performance costs.
St Chads - Stage School	To fund an after school music, dance and drama club for children aged 5-11.
Warburtons Community Grants	To fund afterschool theatre and performing arts group equipment and end of term party for local children.
WH Smith Trust	To fund new and replacement music project equipment.

Transfers between funds

	Reason for transfer	Amount £
From Foyles Foundation into Unrestricted	This expenditure was expensed to the Unrestricted Fund instead of the Foyles Foundation in the prior year accounts.	2,000

19 Capital commitments

As at 31 March 2021, the charity had no capital commitments (2020 -£nil)

20 Guarantee

There have been no guarantees given by the charity at 31 March 2021.

21 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2021.

22 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 17 June 2014 as a body corporate under part 11 of the Charities Act 2011.

23 Reason for restatement

Prior period adjustment for treatment of fund transfer.

For the year ended 31 March 2020 the account were misstated, this was due to the treatment of the fund transfer being recognised through the profit and loss account rather than through the fund transfer note.

This treatment is not permitted in charity accounting and results in an overstatement of income and expenditure.

The restatement results in both income and expenditure for the year ended 2020 being reduced by £3,096.

The Soundroom accounts 2021 - Signed

Final Audit Report

2022-01-31

Created:	2022-01-31
By:	Nigel Douglass (nigel.douglass@connectedvoice.org.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAA928OpnYGjXRdo1u5vnjAwobcFQB8Lhtm

"The Soundroom accounts 2021 - Signed" History

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