



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

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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

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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.

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- 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

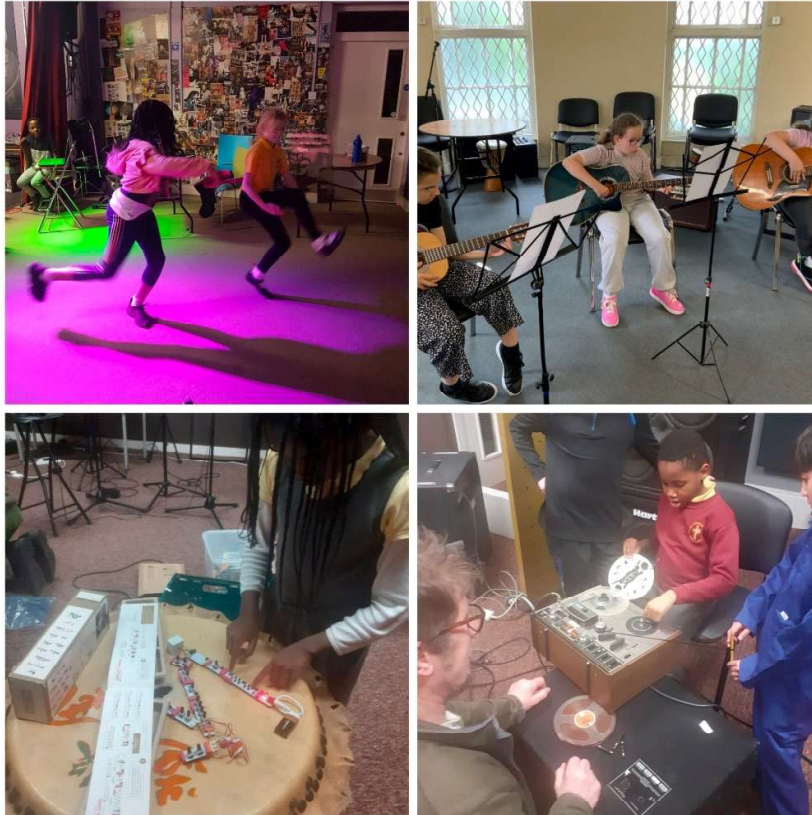
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and carers, which was met with enthusiastic positive feedback and appreciation from all

- 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

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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

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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.

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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 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

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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.*

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- *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

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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.

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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;

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- 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 "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 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.

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NOTES TO THE FINANCIAL STATEMENTS

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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.

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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				
<u>Income from grants</u>				
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
<u>Other income</u>				
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.