

ROMAN RIVER MUSIC
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2021

Charity Registration Number 1158366

ROMAN RIVER MUSIC
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2021

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ROMAN RIVER MUSIC

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 JANUARY 2021

Charity registration number	1158366
Trustees	Nigel Humphreys Giles Job Frazer Merrick
Principal address	South Green Farmhouse Fingringhoe Colchester Essex CO5 7DP
Independent examiner	Whittles The Old Exchange 64 West Stockwell Street Colchester Essex CO1 1HE
Bankers	Santander Business Banking Bridle Road Liverpool Merseyside L30 4GB

ROMAN RIVER MUSIC

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2021

The trustees present their report and the financial statements of the Charity for the year ended 31 January 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' (FRS 102) in preparing their Annual Report and Financial Statements of the Charity.

Status

Roman River Music is a Charitable Incorporated Organisation (CIO), registered charity number 1158366, and is governed by a constitution dated 11 November 2014. Prior to this it was an Unincorporated Charity, registered charity number 1126395.

National Location

The principal address of the Charity is in England, at
South Green Farmhouse, South Green Road, Fingringhoe, Colchester CO5 7DP.

Trustees of the Charity

The trustees who served during the year and up to the date of signing are as follows:

Wendy Bolton (resigned 11/3/21)

Nigel Humphreys

Giles Job

Hana Loftus (resigned 14/3/21)

Frazer Merrick (appointed 2/9/20)

Lesley Scordellis (appointed 4/2/20, resigned 1/4/21)

Julia Stephen (resigned 12/3/21)

Appointment and recruitment of charity trustees

In selecting individuals for appointment as charity trustees, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

New trustees are recruited by invitation following recommendations from trustees and officers, based on matching candidates' skills, knowledge, experience and commitment to the current identified needs. New trustees are mentored by experienced members and given access to on-line and/or direct training in appropriate areas.

Objectives and activities

The Charity's objective is to advance education in, and appreciation and enjoyment of, the arts - with particular emphasis on music - for all sections of the community, particularly the young and disadvantaged.

The activities of the Charity are:

- putting on musically-based performances in Colchester and the surrounding area, in particular an annual arts festival with a musical focus in North Essex and the adjoining area of Suffolk. This includes performances by internationally renowned musicians and featuring local artists, many taking place in under-used rural churches and in unusual venues;
- the arrangement of in-school music days, particularly in local areas of regeneration including excluded and disadvantaged children;
- schools-based projects culminating in public performances;
- musically-based activities for local community groups, including ethnic and other minorities.

Public benefit statement

The trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011, and are satisfied that the Charity's main activities described above are for the public benefit.

ROMAN RIVER MUSIC

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

Strategic Report

The artistic and the education and community (E&C) programmes planned for the year were severely disrupted by the emergence of the Covid19 pandemic, and the consequent constraints placed on public gatherings and performances, and on the work of schools. It was decided in March that all planned public concerts, including an April mini-series 'The Passionate Quartet' and the main September festival, should be cancelled; and that the planned E&C programme should be suspended pending further national developments. This cautionary approach turned out to be justified, given the emergence of a second wave of infections and the continued imposition of varying levels of constraint on public performances, schools and community activities.

The trustees took these actions very reluctantly, conscious of the expectations of supporters and, most drastically, the livelihood and well-being of musicians and other artists affected. It was agreed that the priority should be the maintenance of the finances and administration of the organisation to allow resumption of full public activity as soon as feasible. In this, we were massively helped by emergency financial support from the Arts Council Emergency Response Fund and by Colchester Council, and by generous support from Friends and supporters. Our agreement with our Artistic Director was maintained. Our Executive Director remained fully active on her contract terms throughout the year. Our Administrative Assistant was furloughed in April and May, and from 2 November for the remainder of the financial year, and on into 2021-22. Financial details are given below.

Artistic programme

Given these constraints, it was agreed in March that the Artistic Director should organise a flexible programme of small-scale concerts to be filmed and streamed on-line, supported by voluntary donations from viewers and supporters, to be expanded to small-scale live events, also filmed and streamed, should this become permissible. In the event, four on-line-only events took place between June 2020 and January 2021. There were also two live concerts with small, socially distanced, ticketed audiences in September and October, also filmed and streamed on-line.

These events were very well-received, with much praise for their artistic ambition and quality. Total viewings were in the region of 4,500, with total income from box-office and donations of over £6,000. The experience gained by this novel activity has been highly valuable for future artistic and administrative planning in the uncertainties inevitable in the next few years.

Education and community programmes

It proved unrealistic to run any significant E&C programme. The trustees are very grateful for the generosity and flexibility of several key financial supporters of the E&C programme. They allowed their funding either to be carried forward to future years or, in some cases, to be used if essential for maintenance of the Charity's core activity during 2020/21. In the event, all such funds have been carried forward. It is hoped that a significant E&C programme, based on that planned for 2020/21, will be feasible for the coming year.

Organisation and management

Professional relationships with ACE and other arts organisations, locally and nationally, were maintained and in some areas strengthened.

A core level of organisation and management was successfully maintained in this challenging year. The Executive Director fully maintained her role, working from home for much of the year as for much of which the Colchester office was unavailable. Taking advantage of the national support programme, the Administrative Assistant was placed on furlough during lockdowns.

Financial review

Overall, despite the challenges of this exceptional year, the finances of the Charity remain on a viable footing. Reserves are in line with a prudent reserves policy which is designed to ensure that sufficient reserves are in place to meet contractual commitments in the event of unforeseen circumstances, and can only be used in mitigation with Board agreement. The current policy set by the Board is for accumulated reserves of not less than one third of the average annual expenditure in the preceding three years in which a festival was held. This policy has been amended to take account of the exceptional 'non-festival' circumstances of 2020/21. (A festival was held in each of the preceding three years, 2017-18, 2018-19, 2019-20, with average expenditure £162,275, one third of which is £54,092.) The outcomes for 2020/21, with reserves of £56,595 are in line with this revised policy. The Board reviews the reserves policy annually. Risks and uncertainties are

ROMAN RIVER MUSIC

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

reviewed regularly. Current key risks identified are: insufficient or reduced funding from government or public sources, funding and sponsorship; uncertain financial climate; loss of key personnel (staff, trustees and volunteers) and gaps in Board knowledge or experience. Action has been taken to mitigate all identified risks.

The trustees are indebted to the generous support of the Supporters, Patrons and Benefactors of Roman River Music. We also acknowledge with grateful thanks the following one-off grants, which made possible the maintenance of Roman River Music as a viable and active organisation in the unprecedented constraints of the year: Arts Council Emergency Response Fund and Colchester Borough Council Discretionary Business Grant.

Funding received from Colchester Borough Council, The D'Oyly Carte Charitable Trust, Essex Association of Local Councils, Essex Community Foundation (anon), and The Hervey Benham Charitable Trust was, with funders' agreement, held over to 2021-22.

Plans for future periods

The Charity plans to continue its work in accordance with its existing aims and objectives. At the time of writing, provisional plans are well developed to mount

- a full festival programme of live concerts and events in September 2021 with a general environmentally oriented theme of 'Time and Tide';
- an Education and Community programme in summer and autumn involving schools, local young musicians, community groups and local care homes;
- further on-line-only concerts, supported by donations.

Given the existing uncertainties about the continuing impact of the coronavirus epidemic on public performance and gatherings, great efforts are being made to ensure flexibility in planning and delivery. Funding is well developed for these programmes, with early granting of substantial funding from Arts Council England providing some welcome security, as well as funding deferred from 2020-21.

Structure, governance and management

The Charity's core activities are carried out by a small team comprising appropriately skilled persons, including an artistic director, a paid management team, and a team of locally-based volunteers. Their work is overseen by the board of trustees. This team is supplemented for performances and work with schools and other groups by a larger team of volunteers who give generously of their time and expertise.

Trustees come from a variety of public and private sector backgrounds. The range and balance of trustees' skills and experience are regularly reviewed to ensure full coverage of governance responsibilities. Each trustee takes the lead in overseeing an area of the Charity's activities appropriate to their skills and experience. New trustees receive induction and training in their roles.

In 2020 there were no changes in personnel within the senior management team. The chair of trustees, who also acted as treasurer, resigned, and a consequent restructuring of the Board was started, with the role of treasurer as a non-trustee taken by a highly qualified and experienced certified accountant. At the time of writing this report in July 2021, a further restructuring of the management team and Board is underway following the resignation of the Executive Director on her appointment to a significant leadership role in another Colchester arts organisation.

Trustees' responsibilities

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 the incoming resources and application of resources, including the income and expenditure, of the Charity for that period.

In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

- 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 business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Signed on behalf of the board of trustees



Nigel Humphreys
Trustee

Date: 29/7/21

ROMAN RIVER MUSIC

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ROMAN RIVER MUSIC

Independent Examiner's Report to the Trustees of Roman River Music

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 January 2021 which are set out on pages 7 to 14.

Responsibilities and basis of report

As the Charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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 no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mrs Rachel Skells BA FCA

Whittles
The Old Exchange
64 West Stockwell Street
Colchester
CO1 1HE

Date: 29 July 2021

ROMAN RIVER MUSIC

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 JANUARY 2021

	Notes	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Income from:							
Donations and legacies	2	52,170	-	52,170	48,045	21,465	69,510
Charitable activities	3	6,546	-	6,546	47,425	630	48,055
Total income		58,716	-	58,716	95,470	22,095	117,565
Expenditure on:							
Raising funds		2,487	-	2,487	10,938	-	10,938
Charitable activities	4	56,147	-	56,147	113,061	25,319	138,380
Total expenditure		58,634	-	58,634	123,999	25,319	149,318
Net movement in funds		82	-	82	(28,529)	(3,224)	(31,753)
Reconciliation of funds:							
Total funds brought forward		56,513	-	56,513	85,042	3,224	88,266
Total funds carried forward		56,595	-	56,595	56,513	-	56,513

ROMAN RIVER MUSIC

BALANCE SHEET

AS AT 31 JANUARY 2021

	Notes	2021 £	2020 £
Current assets			
Debtors	9	1,778	16,319
Cash at bank and in hand		76,838	42,535
		78,616	58,854
Creditors: amounts falling due within one year	10	(22,021)	(2,341)
Net assets	12	56,595	56,513
Charity funds			
Unrestricted funds	12	56,595	56,513
Restricted funds	12	-	-
Total funds	12	56,595	56,513

The financial statements were approved by the Trustees on 26/7/2021

Signed on behalf of the Trustees


Nigel Humphreys

Trustee

Date: 29/7/2021

The notes on pages 9 to 14 form part of these financial statements.

ROMAN RIVER MUSIC

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 JANUARY 2021

1 Summary of significant accounting policies

(a) General information and basis of preparation

Roman River Music is a Charitable Incorporated Organisation in the United Kingdom. The address of the Charity is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are detailed in the Trustees' report on pages 2 - 5.

The Charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The Charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the Charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The aim and use of the restricted funds are set out in the notes to the financial statements.

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Income from trading activities includes income earned from fundraising events to raise funds for the Charity.

ROMAN RIVER MUSIC

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds
- Expenditure on charitable activities

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(e) Debtors and creditors receivable / payable within one year

Debtors and creditors are recorded at transaction price.

(f) Tax

The Charity is exempt from tax on its charitable activities.

(g) Going concern

The coronavirus pandemic has significantly disrupted individuals' personal lives and businesses' economic prospects in the UK and across the globe. The UK entered lockdown in March 2020 and some restrictions and social distancing provisions remain in place.

As a charity that runs events for the public benefit, the Charity has been impacted severely by the restrictions needed to combat Covid-19. We have sought and gained funding to continue through this difficult period and are confident that the festival and other events will run in the 2021/22 season.

Therefore, we have continued to prepare the accounts on a going concern basis and deem this appropriate. We do not consider that a material uncertainty about our going concern status currently exists. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the Charity to be able to continue as a going concern.

(h) Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

(i) Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Basic financial assets

Basic financial assets, which include trade and other debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost.

Basic financial liabilities

Basic financial liabilities, including trade and other creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction.

ROMAN RIVER MUSIC

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

2 Income from donations and legacies

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Gifts	13,737	-	13,737	12,334	275	12,609
Tax recovered under Gift Aid	4,102	-	4,102	4,211	-	4,211
Grants	34,331	-	34,331	31,500	21,190	52,690
	<u>52,170</u>	<u>-</u>	<u>52,170</u>	<u>48,045</u>	<u>21,465</u>	<u>69,510</u>

Government grants of £13,960 (2020 - £Nil) were received in the year, being a discretionary business grant to help the Charity through the current health and economic crisis, and funding covering the costs of a furloughed employee for part of the year.

3 Income from charitable activities

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Box office	1,605	-	1,605	32,028	-	32,028
Programme sale	-	-	-	865	-	865
Music days schools' contributions	-	-	-	-	400	400
Refreshments	-	-	-	1,002	-	1,002
Recitals	-	-	-	1,045	-	1,045
Events and other contributions	4,877	-	4,877	4,580	230	4,810
Sponsorship	-	-	-	6,050	-	6,050
Advertising	-	-	-	1,855	-	1,855
Miscellaneous income	64	-	64	-	-	-
	<u>6,546</u>	<u>-</u>	<u>6,546</u>	<u>47,425</u>	<u>630</u>	<u>48,055</u>

4 Analysis of expenditure on charitable activities

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Performance costs	7,093	-	7,093	68,685	17,819	86,504
Fees	41,517	-	41,517	35,939	7,500	43,439
Administrative expenditure	7,537	-	7,537	8,437	-	8,437
	<u>56,147</u>	<u>-</u>	<u>56,147</u>	<u>113,061</u>	<u>25,319</u>	<u>138,380</u>

ROMAN RIVER MUSIC

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2021

5 Independent examiner’s remuneration

The independent examiner’s remuneration amounts to an independent examination fee of £720 (2020 - £720).

6 Trustees and key management personnel remuneration and expenses

The Trustees neither received nor waived any remuneration or expenses during the year (2020 - £Nil). Orlando Jopling, as Artistic Director, received a fee of £2,500 (2020 - £2,500). In addition, he received fees in respect of musical performances of £770 (2020 - £3,900) and expenses of £Nil (2020 - £275).

7 Staff costs and employee benefits

The average monthly number of employees and full-time equivalents (FTE) during the year was as follows.

	2021 Number	2021 FTE	2020 Number	2020 FTE
Charitable activities & fund-raising	2	1.3	2	1.1

The total staff costs and employee benefits were as follows.

	2021 £	2020 £
Salaries	37,386	33,700
Defined contribution pension costs	632	648
	38,018	34,348

No employee received total employee benefits of more than £60,000.

8 Pension and other post-retirements benefits

The Charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £632 (2020 - £648).

The defined contribution liability is allocated to unrestricted funds – fees.

9 Debtors

	2021 £	2020 £
Other debtors	1,778	16,319

ROMAN RIVER MUSIC

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

10	Creditors: amounts falling due within one year	2021	2020
		£	£
	Deferred income (note 11)	20,870	-
	Other creditors	1,151	2,341
		22,021	2,341
11	Deferred income	2021	2020
		£	£
	At 1 February 2020	-	7,500
	Additions during the year	20,870	-
	Amount released to income	-	(7,500)
	At 31 January 2021	20,870	-

Income is recognised at fair value when the Charity has entitlement after any performance conditions have been met.

12	Fund reconciliation				
	Unrestricted funds				
		Balance at	Income	Expenditure	Balance at
		01.02.20			31.01.21
		£	£	£	£
	Unrestricted	56,513	58,716	(58,634)	56,595

Restricted funds

Funders contributed funds to the implementation and development of the Charity’s year-round Education and Community programme with children, young people and other community groups. Due to coronavirus restrictions no programme could be implemented. All such funding has been treated as deferred income, to be utilised in the financial year 2021-22.

ROMAN RIVER MUSIC

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2021

13	Analysis of net assets between funds	2021	2021	2021	2020	2020	2020
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
		£	£	£	£	£	£
	Cash	76,838	-	76,838	42,535	-	42,535
	Debtors	1,778	-	1,778	16,319	-	16,319
	Creditors	(9,651)	(12,370)	(22,021)	(2,341)	-	(2,341)
		<u>68,965</u>	<u>(12,370)</u>	<u>56,595</u>	<u>56,513</u>	<u>-</u>	<u>56,513</u>

14 Related party transactions

During the year the Charity paid for services from Signals Essex Media Centre Ltd totalling £1,600 (2020 £ - Nil). No amounts were due to them or receivable at the year end. Mr Frazer Merrick, a trustee of the Charity, is a director of Clip Sound and Music CIC and an employee of Signals Essex Media Centre Ltd.