

School Ground Sounds - Trustees' Annual Report

For the period 1 Dec 2019 to 31 Dec 2020

(The financial year-end has been moved from 30 Nov to 31 Dec to better align with project activities)

Section A – Reference and administration details

Charity Name	School Ground Sounds
Registered charity number	1159676
Principal Address	14 Henderson Road, London SW18 3RR
Trustees	Tom Keohane – Chairman Jack Keeling – Trustee Jack Pickard – Trustee Charles Scott – Trustee Dr Tilean Gordon – Trustee Dr Tilean Gordon was appointed a trustee in April 2020. The other trustees all acted for the whole year.
Chief Executive	Tom Scott

Section B – Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Charitable Incorporated Organisation (CIO)
Trustee selection method	New trustees appointed by resolution of existing trustees.

In addition to the trustee board, School Ground Sounds (SGS) has an advisory board to provide input and advice to the Chief Executive. The trustee board retains full accountability for effective governance.

Section C – Objectives and activities

Summary of the objects set out in SGS' governing document	The advancement of musical education for the public benefit, in particular for young people from disadvantaged backgrounds, by helping young people and school communities to access the music production process and musical activities, which develop their skills and promote engagement.
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Summary of main activities undertaken for the public benefit in relation to the objects	We confirm the trustees have had regard to the Charity Commission's guidance on public benefit. Our normal face-to-face activities were significantly curtailed this year due to the Covid-19 pandemic restrictions. However we were able to develop and deliver some online activities to supplement our normal programmes. Activities undertaken include: For 11 – 16 year olds from lower income backgrounds: • A programme of song-writing and music-making workshops for groups of young people in schools (the School Ground Sounds 'After School Programme'), including the opportunity to record the songs that they create in a recording studio. For 16 – 24 year olds from lower income backgrounds with musical aspirations who are often NEET (not in education, employment or training) • A seven-week crash course in the music industry (called "The Grit School"), with input from music industry professionals and opportunities to collaborate and perform • A programme of one-to-one mentoring for young people interested in pursuing a career in music, with mentors being volunteers from the music industry • A 12 week album-recording project (called "From Scratch") run in collaboration with Finding Rhythms, an organisation who do similar projects in prisons, to support a group of young people, who are considered at risk of offending, to create and record a set of songs. • Studio recording sessions • The provision of live performance opportunities • Use of the SGS website and social media presence as a platform for showcasing the young musical talent. For our whole community of young people, a set of online activities: • 'Find Your Voice' songwriting workshops • 'Untitled' sessions, where participants bring an unfinished song/project to share with a group and develop this with support of their peers • 'Open-mic' sessions, using Instagram Live • 'Artist of the Week' series featuring short sets from some of our more experienced young artists, ending with a short Q&A with the performer. As well as engaging the young people in positive, worthwhile pursuits and developing their musical skills, all activities are intended to improve the participants' mental wellbeing and to develop key social and emotional capabilities.
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Section D – Achievements and performance

Summary of the main achievements of the charity during the year	- Secured c. £129k of funding, despite the extra difficulties caused by Covid - Had over 120 young people participating in SGS activities - Delivered our After School Programme in five schools, four in the Spring Term and one in the Autumn term (using an adapted Covid-secure approach) , with a total of 70 participants (58 new to SGS) - Ran one Grit School (again using an adapted Covid-secure approach), with 12 core participants - Supported 15 young people through our mentoring programme - Ran one From Scratch project, with 10 participants - Supported 10 studio-recording sessions in addition to those included as part of the After Schools Programme, Grit School or From Scratch projects. - Held a 5 year anniversary celebration - for our supporters, participants and extended team - at the Hootananny, Brixton, providing an opportunity for some of our participants to showcase their talents. - Delivered a set of online activities, as described above, to help maintain the engagement of young people through the Covid restrictions - Selected and purchased a Monitoring and Evaluation system called Views from Substance, due to go live early in 2021. This system will streamline our data collection, analysis and impact reporting, and significantly enhance our ability to scale up our activities. - Achieved a modest surplus of £1.5k. We enter 2021 with reserves of £63k, of which £39k are unrestricted.
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Section E – Financial Review

Brief statement of the charity's policy on reserves	SGS' aim is to build and maintain a level of reserves that will cover at least 3 - 6 months' expenditure. We will never let reserves drop to below one month's expenditure.
Details of any funds materially in deficit	There are none.

Section F – Other Optional Information

We would particularly like to thank all our funders, both private individuals and grant funders. The latter include:

- National Foundation for Youth Music
- Arts Council England
- BBC Children in Need
- D'Oyly Carte Charitable Trust
- The Foyle Foundation
- William Wates Memorial Trust
- Three Monkeys Trust
- Lennox Hannay Charitable Trust

- National Lottery Community Foundation
- Goldsmiths Company Charity
- The Travers Smith Foundation
- Woodward Charitable Trust
- City Bridge Trust (via the London Community Response Fund)
- Amplify – London Music Fund
- The Leathersellers Company

We would also like to thank those organisations that regularly support SGS through monthly donations or fundraising events:

- Baltic Studios
- Official Charts Company
- Brixton Buzz

Section G – Declaration

The Trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees:

Signature:



Full name: Tom Keohane
 Position: Chairman of the Trustees
 Date:

22/01/2020

Period: 1 Dec 2019 to 31 Dec 2020

Section A - Receipts and Payments

	Latest period (13 months to 31 Dec 2020)			Prior year	Notes
	Unrestricted funds £	Restricted funds £	Total £	Year to 30 Nov 2019 £	
A1 Receipts					
Grant funding	2,000	81,844	83,844	81,364	
Donations from private individuals	40,541	0	40,541	23,273	
Corporate donations	2,800	0	2,800	1,700	
Fundraising event income	752	0	752	19,488	
Earned income	935	625	1,560	7,742	
Total Income	47,028	82,469	129,497	133,566	
A2 Asset and investment sales	None	None	None	None	
A3 Payments					
Core team people costs:					
Salary and pension costs, including tax	4,216	23,398	27,614	22,170	
Freelance contractors	7,229	30,781	38,009	28,574	
Total core team people costs:	11,445	54,178	65,623	50,744	
Direct project costs:					excl. core team time on projects
Freelance contractors - non-core team	975	15,615	16,590	13,949	
Project collaboration partners	1,000	10,858	11,858	5,000	
Performance fees for SGS participants	330	0	330	1,990	
Studio / workshop space hire	1,020	5,625	6,645	7,384	
Performance venue costs	45	0	45	2,347	
Video/photography/live streaming	75	2,050	2,125	90	
Equipment hire (and support technicians)	0	0	0	333	
Volunteer and staff expenses - travel and other	168	302	469	975	
Travel expenses for participants	104	116	220	1,005	
Project consumables / stationery	0	38	38	267	
Food / refreshments	68	556	624	522	
Social media promotion	0	0	0	34	
Project-specific online tools	2,792	1,282	4,074	1,800	
DBS checks	82	414	496	181	
Total direct project costs (excl. core team time):	6,659	36,856	43,515	35,878	
Direct fundraising costs:					excl. core team time on fundraising
Fundraising support fees	11,700	0	11,700	3,600	
Fundraising event costs	464	0	464	1,782	
Online fundraising tools	473	0	473	455	
Total direct fundraising costs:	12,637	0	12,637	5,837	
General overheads:					
Office space	(364)	0	(364)	1,244	
Branding/website design & development	622	0	622	0	
Website hosting	171	0	171	271	
Insurance (all insurance)	558	0	558	429	
SGS branded merchandise	383	22	405	274	
Offline advertising & promotional materials	316	0	316	58	
Online software tools	655	1,512	2,167	664	
Training	585	0	585	898	
Attendance at conferences/networking events	0	0	0	154	
Stationery (general)	2	0	2	47	
Equipment - IT, mobiles, other	192	1,412	1,604	235	
Miscellaneous expenses	71	0	71	4	
Allocation of general overheads to restricted funding	(1,709)	1,709	0	0	
Total general overheads:	1,480	4,655	6,135	4,277	
Total Expenses	32,221	95,689	127,910	96,735	
A4 Asset and investment purchases	None	None	None	None	
Surplus	14,807	(13,220)	1,587	36,831	
A6 Opening cash funds	25,017	36,375	61,392	24,561	
Transfer of unrestricted funds	(1,030)	1,030	0	0	See Note 2
Closing Cash funds	38,794	24,185	62,979	61,392	

Notes

- Accounts are prepared on a receipts and payments basis, i.e. on cash in and cash out. Since, at this stage, we are not issuing any customer invoices and we aim to pay supplier invoices as soon as they are received this gives an accurate view of the financial position.
- Some spend on projects for which we have restricted funding is funded from unrestricted funds. All expenditure on these projects is shown under restricted funding. Total restricted funds actually used has been £92,142. The amount of unrestricted funds used on these projects has been £1,030

Section B - Assets and liabilities at the end of the period

	Latest period (13 months to 31 Dec 2020)			Prior year
	Unrestricted funds	Restricted funds	Total	Year to 30 Nov 2019
	£	£	£	£
B1 Cash funds				
HSBC Account	38,794	24,185	62,979	61,392
Total cash funds	38,794	24,185	62,979	61,392
B2 Other monetary assets	None	None	None	None
B3 Investment assets	None	None	None	None
B4 Assets retained for the charity's own use	None	None	None	None
				see Note 3
B5 Liabilities	None	None	None	None

Notes

3 Our accounting policy is to treat purchase of equipment less than £3,000 (e.g. camera, recording equipment, laptop) as an expense. SGS branded merchandise has been bought for promotional purposes rather than for sale so is not being treated as an asset.

Signed on behalf of all the trustees

Signature

Date of approval

Printed Name



22/10/2021

TOM KEOHANE



22/01/2021

JACK PICKARD



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
School Ground Sounds

**On accounts for the
period ended**

31 December 2020

**Charity no
(if any)**

1159676

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended 31 December 2020.

**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 Trust's accounts carried out under section 145 of the 2011 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 (other than that disclosed below *) 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 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.

Signed:

CM

Date:

23 January 2021

Name:

Edmund Massey

**Relevant professional
qualification(s) or body
(if any):**

The Institute of Chartered Accountants in England and Wales (ICAEW)

Address:

30 Brodrick Road

London
SW17 7DY

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.