



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From April 1 2024
Period end date

Period start date To March 31 2025

Charity name: Jazz Promotion Network

Charity registration number:1160282

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the JPN are to foster and promote public education in the arts through the maintenance, improvement and development of knowledge, understanding, appreciation of, and participation in, the arts, in particular in the arts of jazz and related forms of music, and in particular through mutual support and actions amongst organisations and individuals committed to the pursuit of this common purpose.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Annual conference for the sector to discuss and consider improvements in music promotion and education, supporting those who present jazz to the public.</p> <p>Spreading information to JPN members and others regarding International projects designed to support more opportunities for audiences to hear and experience a wider range of music from other nations.</p> <p>Spreading information about International support available for artists from JPN nations to extend their profile more widely abroad.</p> <p>Work on digital and social media communications to inform a wider public of the opportunities in jazz performance, participation and education.</p> <p>Work to develop regional networks and support structures to enable a wider and more diverse range of music to be made available to audiences in specific regions.</p> <p>Projects to bring a wider range of young and newly emerging jazz artists to public audiences around the JPN nations.</p> <p>Campaigns to bring jazz to greater public attention.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In establishing JPN and registering as CIO, JPN trustees followed advice and guidance from the Charity Commission on public benefit and will continue to revisit that advice to ensure compliance.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The work of any p/t paid staff is complemented by voluntary contributions of time from board members and members. JPN also acknowledges the essential part that volunteers play in its projects and the key role that unpaid volunteers play in live music promotion throughout the JPN nations.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The main focus for JPN in this period was the annual conference held at the Bristol Beacon on November 4 and 5 2024.</p> <p>The conference attracted 186 delegates (including speakers and artists) which was the biggest to date. Held at the newly refurbished Bristol Beacon (formerly Colston Hall), the conference was a chance for fellow promoters, labels, agents, managers and artists – to share experiences and enjoy hearing some of the most exciting new bands from across the UK in the evening showcase programme.</p> <p>With a conference title taken from the acclaimed American jazz musician McCoy Tyner's album, Today And Tomorrow- the 2024 JPN Conference focus was on the impact of grassroots culture in all aspects of UK and Irish jazz. Roundtables and panel discussions explored music venue economy, grassroots education, music promotion and labels, and practical sessions focussed on social media,</p>

		<p>touring and artist business skills. 1:1 networking opportunities throughout the conference enabled those all-important connections between those attending.</p> <p>Keynote interview slots featured leading artists, including Ivor Novello Award winning British-Bahraini trumpet player Yazz Ahmed interviewed by DJ, broadcaster and journalist Tina Edwards . A second special guest was saxophonist Andy Sheppard, who has long term Bristol associations and made a special trip over from Portugal to perform the final slot of the evening of Tuesday November 5 as well as doing a pre-concert interview on stage,</p> <p>The showcase programme featured some of the UK/Ireland's most exciting new bands nominated by JPN members and other trusted partners and chosen by a 5-nation independent expert panel.</p> <p>The post conference survey also contained many positive comments, and also some constructive criticism and ideas for the future. These included:</p> <ul style="list-style-type: none"> • How can journalists be most helpful for jazz musicians/ music? • How can we support &#39;minority groups&#39; within jazz - e.g. women, older jazz musicians? • With so much focus on artists. promoters and the industry in general I'm not sure that we've quite covered who audiences are for jazz, what we're doing to keep the current ones, and attract new ones. <p>These were borne in mind when planning for the 2025 Conference in Cardiff.</p> <p>Financial management of the event was by necessity kept very tight, as funding was not forthcoming from Arts Council England this year, and the amount from Creative Scotland was considerably less than applied for. This meant Trustees had to decide In early autumn 2024 whether or not to proceed with the event. Their feeling was that not to stage a conference – JPN's major annual event- would mean that the organisation would lose momentum, and therefore it was agreed to transfer part of the company's reserves to the conference budget to enable it to take place.</p> <p>Other JPN activity during this period was attendance by JPN trustees at the jazzahead expo in Bremen in April 2024 in Germany, helping staff a UK stand organised by UK Jazz News providing opportunities to promote the forthcoming conference and to engage potential speakers. The JPN Chair and Company Secretary also attended the annual Europe Jazz Network conference in Ghent in September 2024 which provided opportunities for discussion about potential pan European collaboration.</p>
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		Work was also done in early 2025 towards submitting funding bids to Arts Council Wales, Arts Council Northern Ireland, Creative Scotland (CS) and Arts Council England (ACE) towards the 2025 conference and also, in the case of CS and ACE towards a pilot year of the Routes into Jazz Promoter Development scheme.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	One of the main objectives for this period was to stage a full programme of UK wide showcases at the annual conference - hence expanding the nature of the event, and this was achieved successfully. We also registered 186 delegates (against a target of 150) and took £1984 in delegate fees against a target of £1000.
Performance of fundraising activities against objectives set	Para 1.41	The main purpose of fundraising in the period was to support the conference and some ancillary activity; our application to Arts Council England was unsuccessful, but we were able to obtain grants from Creative Scotland, Arts Council Wales and Arts Council Northern Ireland which enabled us to deliver our annual conference.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The company ended the period with a surplus of £2157.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are needed to cover shortfalls and gaps in funding. The trustees consider that the level of free cash reserves should be between £10,000 and £20,000.
Amount of reserves held	Para 1.22	£2157
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funds are derived from membership fees and fundraising from arts funders (see 1.22 above)
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The principal risk is any potential failure in fundraising from arts funders which would result in limitations on the ability to progress projects.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by membership, co-opted by trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New trustees provided with induction pack of relevant documents and opportunities for discussion with the Chair and other officers.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Jazz Promotion Network
Other name the charity uses	JPN
Registered charity number	1160282

Charity's principal address	% Bristol Music Trust, Bristol Beacon, Trenchard Street, Bristol BS1 5AR.

Names of the charity trustees who manage the charity

		Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
	1	Ros Rigby	Chair		
	2	Orphy Robinson	Vice-Chair		
	3	Nod Knowles	Company Secretary/Acting Treasurer		
	4	Mark Kass			
	5	Heather Spencer			
	6	Peter Slavid			
	7	Keith Michael			
	8	Agnese Daverio			
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Corporate trustees – names of the directors at the date the report was approved

Director name		
Pauline Black		
Orphy Robinson		
Nod Knowles		
Paula Gardiner		
Hannabiell Sanders		
Conor McCauley		
Catriona O'Mahoney		
Barry Holloway		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

	Type of adviser	Name	Address
	Financial, accounting	Andrew Procter	74 Standenhall Drive, Burnley BB10 2EF
	Name of chief executive or names of senior staff members (Optional information)		
	Chair acts as CEO where it is not possible to employ someone at that level; other freelance staff are employed part-time and in some cases on time-limited contracts.		

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

	Signature(s)	Nod Knowles	
	Full name(s)	Nod Knowles	
	Position (eg Secretary, Chair, etc)	Acting Treasurer	
	Date	27 01 2026	

Independent Examiner's Report

TO THE TRUSTEES AND MEMBERS OF

THE JAZZ PROMOTION NETWORK

I report on the accounts for the charity for the year ended 31st March 2025.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedure laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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 you as 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 the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Paul Cowham

Paul Cowham FCA DChA
Withington Works
Withington Baths
Burton Road
Manchester

27/01/2026

Jazz Promotion Network

Year ending 31 March 2025

Receipts and Payments Accounts

	2025			2024		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	£	£	£	£	£	£
Receipts						
Arts Council England grant	-	-	-	-	14,995	14,995
Arts Council Northern Ireland	-	10,400	10,400	-	-	-
Arts Council Wales	-	5,175	5,175	-	4,500	4,500
Creative Scotland	-	7,405	7,405	-	13,380	13,380
Membership fees	8,830	-	8,830	7,380	-	7,380
Artist fees	1,500	-	1,500	-	-	-
Sponsorship	-	-	-	1,100	-	1,100
Conference fees	1,984	-	1,984	1,252	-	1,252
Donations	54	-	54	-	-	-
Total receipts	12,368	22,980	35,348	9,732	32,875	42,607
Payments						
Accommodation	8,801	189	8,990	-	-	-
Accountancy	500	-	500	450	-	450
Artist fees/travel	-	10,258	10,258	-	8,763	8,763
Artist liaison	1,245	191	1,436	-	-	-
Board and staff expenses	1,503	-	1,503	-	2,712	2,712
Bursaries	-	404	404	-	4,341	4,341
Insurance	544	-	544	516	-	516
Marketing & PR	1,387	1,260	2,647	-	2,463	2,463
Office costs	1,098	-	1,098	1,476	-	1,476
Membership fees	916	-	916	-	-	-
Website & software	208	-	208	460	-	460
Speaker fee	-	1,810	1,810	150	1,455	1,605
Staff costs	2,790	-	2,790	275	9,007	9,282
Staff travel	-	-	-	121	-	121
Travel	496	-	496	569	-	569
Venue hire	991	8,868	9,859	-	4,134	4,134
Bank charges	136	-	136	96	-	96
Total payments	20,615	22,980	43,595	4,113	32,875	36,988
Net of receipts/(payments)	(8,247)	-	(8,247)	5,619	-	5,619
Transfers			-			-
Cash funds last year end	10,849	-	10,849	5,230	-	5,230
Cash funds this year end	2,602	-	2,602	10,849	-	10,849

Jazz Promotion Network

Year ending 31 March 2025

Statement of assets and liabilities at the end of the year

Notes	2025			2024			Prior period
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds		
	£	£	£	£	£		£
Cash funds	1	2,602	-	2,602	10,849	-	10,849
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Other assets							
Monies owed to the charity at 31 March 2024		55	-	55	675	-	675
Liabilities							
Items paid after 31 March 24 relating to the period		500	-	500	1,040	-	1,040
		2,157	-	2,157	10,484	-	10,484

Signed on behalf of the trustees:

Nod Knowles

Name

Nod Knowles

Signed

Name

Signed

Date 27 01 2026

Notes

1 Analysis of cash reserves

	2025	2024
	£	£
Arts Council England	-	-
Free reserves	2,602	5,230
	2,602	5,230

2 Trustee expenses

Two trustees received reimbursed travel and subsistence expenses of £454.90 during the year (2024: two trustees received travel and subsistence expenses of £568.73).