

# SOUNDCAFE LEICESTER

England & Wales · Charity number 1162987

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2015-08-04

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

## Contact

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**Address** The Rowleys Partnership Ltd  
Unit 12  
Harcourt Way  
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**Email** [soundcafeleics@gmail.com](mailto:soundcafeleics@gmail.com)

**Website** [soundcafe.org.uk](http://soundcafe.org.uk)

## Activities

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**Objects:** AS AN EXPRESSION OF THE CHRISTIAN FAITH AND VALUES, THE OBJECT OF THE CIO IS: TO RELIEVE POVERTY AND THE OTHER CHARITABLE NEEDS OF PERSONS WHO ARE HOMELESS OR LIVING IN VULNERABLE HOUSING OR WHO HAVE RECENTLY EXPERIENCED HOMELESSNESS IN LEICESTER AND LEICESTERSHIRE, IN PARTICULAR BY PROVIDING A SAFE CREATIVE SPACE FOR THEM TO MEET REGULARLY BY OFFERING OPPORTUNITIES TO LISTEN TO AND TAKE PART IN MUSICAL AND ARTISTIC PRACTICE AND PERFORMANCES, AS A MEANS TO IMPROVE THEIR CONDITIONS OF LIFE. FOR THE PURPOSES OF THIS CLAUSE VULNERABLE HOUSING MEANS PERSONS WHO ARE SOFA SURFING DEFINED AS: SHARING A ROOF WITH SOMEONE WHERE THERE IS NO TENANCY RIGHTS; LIVING IN A HOSTEL OR SQUATTING IN A PROPERTY WHERE THERE IS NO TENANCY AT ALL.

**Activities:** SoundCafe (SCL) aims to inspire those who are homeless or socially isolated as a consequence of their living arrangements, by providing safe creative spaces. SCL offers opportunities for guests to access services that encourage their physical, emotional and spiritual well-being, enabling them to sing together as a choir, creative writing, arts, crafts and football health & well-being workshops.

## Classification

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- **How:** Provides Services
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty, Amateur Sport, Recreation
- **Who:** Other Defined Groups

## Geography

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- Leicester City
- Leicestershire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£46,055	£37,571	-	-
2024-03-31	£39,853	£60,024	-	-
2023-03-09	£27,936	£67,487	-	-
2022-03-09	£57,394	£57,051	-	-
2021-03-09	£84,220	£44,416	-	-

## Trustees

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Name	Role	Appointed
Alan Keith Fletcher		2021-02-17
Lisa Gemma Parkes		2022-09-01
Martin Furniss		2024-11-19
Pete Miller		2019-03-28
Rev Anthony Robert Leighton		2025-01-01
William Leslie Gregory		2026-02-24

**SOUNDCAFE LEICESTER**

England & Wales - Charity number 1162987

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# Accounts

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# SOUNDCAFE LEICESTER

## ANNUAL REPORT 2024 – 2025 FINAL

Registered Charity No. 1162987

November 2025



*SoundCafe Leicester is a unique and diverse family, built on trust, support, care & compassion for one another.*

## **1. Introduction - Chair of Trustees Report**

The report last year identified several important matters on which this report will provide an update.

The financial environment continues to be difficult but, in these circumstances, the financial performance was reasonable this year. We were very sad to hear of the death of David Peake; he had been suffering from ill health for some time despite which he gave our director Rachel Griffiths excellent support in relation to the significant work involved in bid funding. Both Rachel and our treasurer (Lisa Parkes) are to be thanked for all the excellent work they have done in this area.

Changes were made this year in the way we deliver our services. As the numbers attending football have significantly diminished, we stopped weekly football with the focus being on fun play sessions and one-off events like the Football Festival held in May this year. We also changed when we hold the café and choir sessions so that these are now both held at St Mary de Castro on a Monday in term time. This change has been very successful with enthusiastic support from both the guests and the volunteers.

The choir had very successful performances in March (together with Semper Singers), at the Ingeus offices in July and December, as part of the 10-year celebration in October, and for the Christmas celebration in December. We are very grateful to Emma Trounson for her outstanding leadership of the choir and to Andrew Green for being her accompanist.

Safeguarding and a Risk Register continue to be regular items on Trustee Board agendas. As in previous years, various difficult issues have been well handled by our team with the assistance of the safeguarding specialists employed by the Leicester diocese.

We were delighted that Tony Leighton agreed to become our Chair of Trustees, which allows Alan Fletcher to take up the role of Secretarial Trustee. It was also excellent that two of our volunteers became trustees and we welcomed Andrew Scott and Martin Furniss on the trustee board.

In the report last year, it was noted that "we were very pleased to be nominated by Jonathan Kerry (CEO of Leicester Diocese) for a Kings Award for Voluntary Service."

The nomination involved a rigorous assessment process with our Director and Trustee Treasurer led by two of the deputy lieutenants (Diana Brooks and John Aldridge). In order for the lieutenancy to recommend SoundCafé for this award to the National Assessment Committee, it was necessary for Diana and John to be satisfied that all aspects of the charity's governance were of a high standard. As part of this process, we were delighted to welcome both Diana and John to a SoundCafe session to meet with our volunteers and guests. They were extremely impressed with all that is done in relation to governance and, when they attended a SoundCafé session, they came away with a very clear understanding of what SoundCafé means to our guests. As a result of this, the lieutenancy enthusiastically recommended SoundCafé for a Kings Award for Voluntary Service. We were absolutely delighted to be informed in November that we had received this extremely prestigious award.

Looking ahead, we hope to expand our reach by ensuring those who can benefit from our services are able to access us by knowing who and where we are.

It is vital that we access secure funding for our core costs so that we can have a higher degree of certainty to be able to deliver our services.

We are committed to working with both existing partners and developing new ones in order to embrace ideas and explore opportunities. Such partnerships are particularly possible with organisations who are a part of the Leicester Homelessness Charter network.

We will continue to support our guests to 'find their voice' through singing and creative arts and writing. The SoundCafé Choir (consisting of our guests and volunteers) is our biggest 'shop window' and we will continue to organise our own concerts and also perform jointly with other local community choirs.

We are aware that there are a number of people who have been volunteers with us in the past and together with our current volunteers we aim to encourage a network of lifelong advocates for the services that SCL provides for those who are vulnerably housed and socially isolated.

*Alan Fletcher, Chair of Trustees (March – Dec 2024)*

*Rev'd Tony Leighton Chair of Trustees (Jan 25 onwards)*

## 2. Executive Overview

2024/25 marked some key milestones for SoundCafe (SCL), the first being September 2024 with the introduction of a new service model of delivery, followed by the celebration of ten years as a charity in October 2024.



SCL would not be able to continue without the support of its Trustees, Volunteers, Patrons, grant & foundation organisations, Leicester Diocese, friends and donors. The 10<sup>th</sup> anniversary provided the opportunity to reflect on the journey that SCL has been on.



Partnership, has always been at the very heart of what SoundCafe delivers and we have been fortunate with our partnership working with:

- Leicester Samaritans
- Ingeus
- Leicestershire Cares.

Whilst we looked back on the last ten years and reflected on what has been achieved, we also now look forward to what the future may hold and ensuring we are here for the next ten years. Funding remains our biggest challenge, like so many other charities and we have had to make some difficult decisions on the way to ensure that we are still here today.

Creative café and Choir are now combined onto one afternoon delivered at St. Mary de Castro Church, Leicester and as a charity we are privileged to call St Mary de Castro our home and have all been welcomed by the community there. SoundCafe is built on a family ethos recognising that for many guests SCL is their only family.



In last year's report I shared the importance of volunteering and it playing such a vital role in supporting charities like SoundCafe.



We were delighted that this was recognised with SoundCafe being awarded the Kings Award for Volunteering in the King's birthday honours list in November 2024. This is the highest award a local voluntary group can receive in the UK and is equivalent to an MBE.

*'It is a great privilege to be able to contribute, in a small way, to enabling Guests to express their creativity. I feel passionately that the Arts (and Football) should be for everyone, not just for an elite few. Everyone should have a chance, if they wish, to write, draw, make things, sing - and experience the enjoyment of expression and creation.'* **Volunteer SCL**



Christmas 2024 was kindly supported by Leicestershire cares with their Winter warm bags and donations from other supporters.



We also welcomed back Drums4Fun at the end of March 2025 for a wonderful uplifting afternoon of drumming enjoyed equally by guests and volunteers alike.



*Rachel Griffiths, Director.*

### 3. Strategic & Operational Highlights

#### 3.1. Football



In May 2024 SCL hosted another successful football tournament with 8 teams across the county coming together in pursuit of the Fairplay Cup.

The first homeless and wellbeing football tournament was hosted by SCL in July 2022 at St Margaret's Pastures Sports Centre. This has now been established as an annual event, bringing together homeless charities in Leicester and other community and business teams from across the East Midlands.



In September 2024 SCL moved from weekly sessions to monthly Fun Friendly Football. Numbers committed to a weekly session had been in decline over the preceding months and it was no longer viable to continue with this model.

Leicester City in the Community continued with weekly sessions in the city which players could access.

The introduction of the fun play sessions gave guests of SCL and neighbouring community-based teams the chance to come together and play friendly matches and socialise over lunch, which was provided for both teams.

*Maria O'Brien, Service Co-ordinator*

### 3.2. Choir

It's been a particularly busy and exciting year for the SoundCafe Choir! The Summer term had an 'Around the World in Song' theme and saw the choir singing at Ingeus and at our summer concert at St Mary de Castro. We performed in three and four part harmony with all the different continents represented in song.



We performed some SoundCafe choir favourites at the 10<sup>th</sup> Anniversary celebrations in October.



For the Christmas concert, we sang a mix of choir only pieces and Christmas carols and songs for the audience to join in with. We also performed again at Ingeus for their Christmas Party.



In the Spring Term, we prepared songs along the theme of 'Together' which we performed in a Joint Concert at St Mary de Castro with Semper Singers. The choir sang songs on their own and four joint items with both choirs combined. The massed choir went down especially well with the audience who couldn't believe we'd got the two choirs singing together so harmoniously in such a short space of time.

They are looking forward to their Summer Term project singing Joseph and the Amazing Technicolor Dreamcoat.

The SoundCafe choir have once again grown in confidence and ability - the guests focus and work hard, supported by our volunteers. I'd like to thank Andrew Green, our accompanist, for giving up his time to practice alongside his commitment to rehearsals and performances, he is really such an asset to the SoundCafe choir. Also, to the percussion section who enhance our sound and help us keep in time. I am so proud of all the progress everyone has achieved over the course of the year and especially of all the wonderful performances we have given. I am grateful for all the support of the SoundCafe staff, trustees and volunteers who enable the smooth running of the choir.

*Emma Trounson, SoundCafé Choir Lead*

## 4. Keeping Everyone safe – Safeguarding & Pastoral Care

Safeguarding is the responsibility of everyone involved in the charity to protect the health and wellbeing of our guests who are recognised as vulnerable adults. Safeguarding is especially important due to the increased vulnerability of the guests we support, many of whom face a number of risks including abuse, exploitation, neglect, mental health challenges, and substance misuse.

### Key Principles

- **Prevention:** Creating a safe environment where individuals are respected and protected.
- **Protection:** Identifying those at risk and taking appropriate action to protect them.
- **Empowerment:** Supporting individuals to make their own informed choices.
- **Proportionality:** Responding to safeguarding concerns in a timely, appropriate, and sensitive manner.
- **Partnership:** Working with other agencies, to ensure appropriate support and protection.
- **Accountability:** Ensuring staff and volunteers understand their responsibilities and have undertaken the relevant training.

### What This Means in Practice

- All staff and volunteers must undergo safeguarding training.
- Concerns about abuse, neglect, or exploitation must be reported immediately to the designated Trustee safeguarding lead or session lead.
- Clear policies and procedures must be followed to ensure the safety of our guests as vulnerable adults.
- Background DBS checks are required for all staff and volunteers.
- A culture of respect, dignity, and confidentiality must be maintained at all times.

Over the last year we have continued to work with the Leicester based Samaritans to offer direct Samaritan support at sessions.

*Sandie Sobieraj, Martin Furniss SoundCafé Trustee Safeguarding Leads*

## 5. Financial Summary

Our income in the financial year to 31 March 2025 was £46,055 (2024 - £39,853).

We are tremendously grateful to the Friends of SoundCafe Leicester; those who have donated through the Parish Giving Scheme; those organisations which have given us grants; and those organisations and individuals who have donated money.

- The Albert Hunt Trust;
- The George Ernest Ellis Foundation;
- The Florence Turner Trust;
- The Haramead Trust;
- The Leicester, Leicestershire & Rutland community Foundation;
- The Ladbrokes Coral Trust;
- The Maud Elkington Charitable Trust;
- The Post Code Lottery;
- The Truemark Trust.

Our expenditure for the year was £37,571 (2024 - £60,024). The reduction in expenditure was in relation to wages and session costs as a result of the changes to our service delivery throughout the year. All costs were carefully managed, and some services were only delivered if costs could be met from available unrestricted funds.

Overall, the net result for the year was a surplus of £8,484 (2024 – deficit of £20,171). The funds carried over from the previous year, the total assets brought forward on 1 April 2024 were £32,299.

At the 31 March 2025 we hold total funds of £40,783, of which £11,112 is classified as restricted and £29,671 as unrestricted.

It has been another year of great change, but we remain extremely thankful to all those who have helped us to support many of the most vulnerable in our society.

*Lisa Parkes, Treasurer*

## 6. Financial Statements

### Statement of Financial Activities – Year ended 31 March 2025

Receipts	Unrestricted Funds	Restricted Fund	Year End 31 March 2025 rounded to nearest £	Year End 31 March 2024 rounded to nearest £
Donations	5,864	-	5,864	10,956
Parish Giving Scheme	2,583	-	2,583	2,683
Friends of SoundCafe	240	-	240	340
Grants	20,535	15,257	35,792	23,959
SoundCafe Events & fund raising	1,488	-	1,488	1,792
Other - bank interest	88	-	88	123
<b>Total Income</b>	<b>£ 30,798</b>	<b>£ 15,257</b>	<b>£ 46,055</b>	<b>£ 39,853</b>
Payments	Unrestricted Funds	Restricted Fund	Year End 31 March 2025 rounded to nearest £	Year End 31 March 2024 rounded to nearest £
Manager Salary, NIC, Payroll	17,210	636	17,846	28,889
Service Co-Ordinator Salary, NIC, Payroll	2,628	4,714	7,342	11,221
Activity Co-ordinator Salary, NIC, Payroll	-	1,484	1,484	4,731
Professional fees and pension	884	10	894	998
Parking	94	200	294	490
Room Hire, Arts & Crafts, Refreshments	754	1,025	1,779	1,707
Choir	800	940	1,740	1,667
Football	-	2,492	2,492	2,897
SoundCafe Events	410	140	550	-
ICT, stationery & postage	479	7	486	520
Equipment	-	-	-	26
Insurance	549	-	549	583
Fundraising, Media	500	-	500	1,931
Sundries & Volunteers	747	808	1,555	1,064
Bank charges	60	-	60	101
Arts Council Project	-	-	-	3,200
<b>Total Expenditure</b>	<b>£ 25,115</b>	<b>£ 12,456</b>	<b>£ 37,571</b>	<b>£ 60,024</b>
<b>Net (expenditure)/income</b>	<b>£ 5,683</b>	<b>£ 2,801</b>	<b>£ 8,484</b>	<b>(£ 20,171)</b>

## Balance Sheet – as at 31 March 2025

Net Income/(expenditure)	Amount
Income 2024-2025	46,055
Less Expenditure 2024-2025	( 37,571)
Net deficit for the year 2024-2025	8,484
Funds brought forward at 1 April 2024	32,299
<b>Total Funds carried forward at 31 March 2025</b>	<b>£ 40,783</b>
Assets	Amount
CAF Bank Balance at 31 March 2025	40,266
Co-op Bank Balance at 31 March 2025	455
Petty Cash, held by Trustee at 31 March 2025	4
Petty Cash, held by Director at 31 March 2025	58
<b>Total Bank and Cash held at 31 March 2025</b>	<b>£ 40,783</b>
Details	Amount
Restricted Funds Brought Forward	8,071
Restricted Income received	15,257
Restricted Expenditure	( 12,456)
Transfer from Unrestricted Funds	240
<b>Restricted Funds at 31 March 2025</b>	<b>£ 11,112</b>
Details	Amount
Unrestricted Funds Brought Forward	24,228
Unrestricted Income received	30,798
Unrestricted Expenditure	( 25,115)
Transfer to Restricted Funds	( 240)
<b>Unrestricted Funds at 31 March 2025</b>	<b>£ 29,671</b>
Restricted Funds at 31 March 2025	11,112
Unrestricted Funds at 31 March 2025	29,671
<b>Total Funds at 31 March 2025</b>	<b>£ 40,783</b>

## 7. SCL Governance Framework

7.1. SoundCafe is governed through a Trustee Board, the members and roles are outlined below

Role	Scope of Role
<p><b>Chair</b> Alan Fletcher</p> <p>Appointed March 2021 Resigned as Chair Dec 2024</p> <p>Rev'd Tony Leighton Appointed January 2025</p>	<p>Lead the Trustee Board in ensuring the effective performance of its' governance, ensuring there is an effective relationship between the Board and SCL staff, volunteers and stakeholders. Lead on the assessment of SCL's corporate and operational risks; and ensuring risk is appropriately assessed and mitigated where appropriate.</p> <p>Chair Trustee meetings so that the Board functions effectively and carries out its duties; and the finances of SCL are systematically accounted for, audited, independently examined and publicly available.</p>
<p><b>Trustee Secretariat Risk Management &amp; Legal</b></p> <p>Alan Fletcher</p> <p>January 2025</p> <p>Appointed as a Trustee March 2021</p>	<p>Ensuring the administrative affairs of SCL are conducted within legal requirements; Trustee Board meetings are properly organised and administratively serviced and the Board fulfils its administrative responsibilities and legal obligations.</p> <p>Deal with Trustee Board correspondence; keep a check on the progress of work as agreed by the Trustee Board.</p> <p>Lead on the assessment of SCL's corporate and operational risks; and ensure risk is appropriately assessed and mitigated where appropriate.</p> <p>Responsibility for the Charity's compliance and submission of documents to the Charity Commission.</p>
<p><b>Vice Chair</b> Alan Fletcher</p>	<p>Deputising for the Chair at meetings and events and acting as a representative of SCL on other bodies.</p>
<p><b>Treasurer</b> Lisa Parkes</p>	<p>Overseeing SCL's financial reporting; planning and management; agreeing targets and evaluating performance against them. Exercise financial controls in order to ensure the financial stability of the</p>

Role	Scope of Role
<p>Appointed September 2022</p>	<p>Charity and to scrutinize and challenge the trustees in planning, advising on financial matters, overseeing strategy on development matters.</p>
<p><b>Business Management</b> Pete Miller  Appointed March 2019</p>	<p>Providing a business perspective to the board, networking with local businesses to encourage further support – both financial and practical. Promoting SCL's use of social media to actively engage with its public and the business community.</p>
<p><b>Pastoral/Safeguarding</b> Sandie Sobieraj  Appointed March 2015</p>	<p>Lead on SCL's guest pastoral support, specifically addressing:</p> <ul style="list-style-type: none"> <li>• An awareness and appreciation of guests needs</li> <li>• Supporting volunteers in their pastoral care of guests</li> <li>• Nurturing by empowering guests to seek assistance and achieve their potential</li> <li>• Ensuring the Trustee Board are aware of the key issues and how SCL can develop to address the needs of guests.</li> </ul> <p>Trustee Board lead for Safeguarding across SCL. Member of the Operational Management Group.</p>
<p><b>Social Media</b> Lucy Collins  Appointed January 2023 Resigned November 2024</p>	<p>Advising on the social media format and communications for the charity.</p>
<p><b>Operational Delivery</b> Jenny Barrett  Appointed December 2023</p>	<p>Ensuring SCL meets the health &amp; well-being needs of guests and appropriately measures the outcome of its services and projects. Advise on specific operational issues and policies that may affect SCL service delivery. Member of the Operational Management Group.</p>
<p><b>Safeguarding/ Bid Support</b> Martin Furniss</p>	<p>Support SCL's safeguarding policies &amp; procedures working in partnership with the current Trustee lead for safeguarding.</p>

Role	Scope of Role
<p>Appointed November 2024</p>	<p>Ensuring the Trustee Board are kept up to date with any key reporting incidents and future action required.</p> <p>Work with the Director in the development of SCL's approach to bid writing and reviewing potential bids as appropriate.</p>
<p><b>Health &amp; Safety</b></p> <p>Andrew Scott</p> <p>Appointed November 2024</p>	<p>Responsibility for ensuring SCL adheres to appropriate health &amp; safety legislation; advise on specific safety and operational issues that may affect SCL sessions and performances/events. Ensure the Trustee Board are aware of any key risk issues and impact for SCL.</p> <p>Work with the Director to ensure the safe operational running of SCL sessions.</p>





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SoundCafe Leicester

**On accounts for the year  
ended**

31 March 2025

**Charity no  
(if any)**

1162987

**Set out on pages**

1 TO 15 (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 year ended ~~31/03/2025~~

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

*S. Wilson*

**Date:**

3/11/25

**Name:**

SIMON WILSON

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

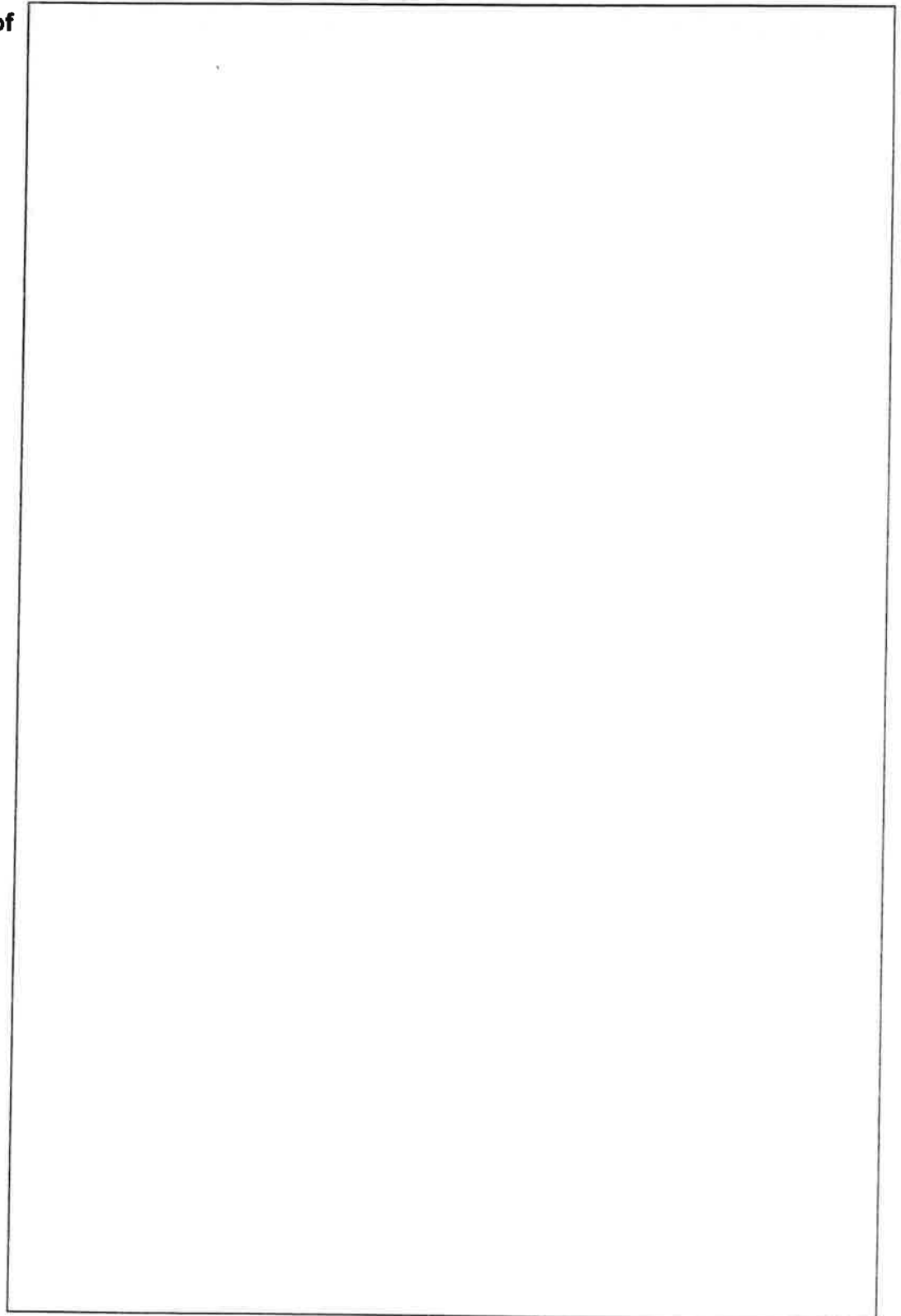
CIMA

**Address:**

GARDEN FLAT, 19A PELHAM CRESCENT  
NOTTINGHAM  
NG7 1AR.

Only complete if the examiner needs to highlight 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.**



**SOUNDCAFE LEICESTER**

England & Wales - Charity number 1162987

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# Accounts

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# SOUNDCAFE LEICESTER

## ANNUAL REPORT 2023-24

Registered Charity No. 1162987

November 2024



*'A community where we can meet for music, art & friendship. Without these places we're on our own – socially isolated . . . It means I have a place to go, friendly & helpful people'*  
**SCL Guest.**

## **1. Introduction - Chair of Trustees Report**

At the end of the report last year I commented as follows: “We are making significant efforts to be able to continue to offer the welcome and hospitality that Sound Café is known for so we can be there to support our guests as part of the Sound Café family; but there is no escaping the fact that this has become extremely difficult.”

While there is no doubt at all that the environment in which we are operating continues to be very difficult, it is very good to report that the operational model has continued to offer the choir, the creative café and the football due in particular to the efforts of our Director (Rachel Griffiths), our Service Co-Ordinator (Maria O'Brien) and our loyal team of volunteers.

The meetings of the Trustee board have, inevitably, been dominated by detailed consideration of how we could ensure the receipt of adequate funding to enable us to deliver the services which are so important, and so much appreciated, by our guests. This has not been at all easy given the financial climate and a very significant amount of work has been done, by Rachel with the extremely valuable assistance of David Peake, on funding bids; inevitably, there have been some disappointments together with some encouraging positive responses from grant awarding bodies. Some progress has been made this year on securing committed regular donations, although these are still considerably less than is needed to cover core costs.

We were very pleased to be nominated by Jonathan Kerry (CEO of Leicester Diocese) for a Kings Award for Voluntary Service.

We have given considerable thought to whether we should modify the way in which we deliver our services and whether we should work in a formal partnership with another relevant local charity. As the numbers attending football have significantly diminished, we discussed the viability of weekly football as compared to one-off events like the Football Festival planned for May 2024.

Safeguarding reports and a Risk register are also regular items on Trustee Board agendas. In relation to safeguarding there have been various difficult issues which have been well handled by our team with the assistance of the safeguarding specialists employed by the Leicester Diocese.

Julie-Ann Heath and Eileen Coombs stepped down as Trustees during the year. We were delighted that Jenny Barrett became a trustee. With her detailed knowledge of how SoundCafé services need to be delivered and her familiarity with so many of the guests Jenny is a really valuable addition to the Trustee Board.

At the end of January a number of us attended the church of St Philip and St James in Groby for the funeral of Geof Pearce. Geof was a very lovely gentleman who was a tremendously valuable SoundCafé trustee perhaps particularly in the days when a large number of guests attended on a Wednesday afternoon in the Grand Hall of St Martin's House. His calm, respectful and firm relationship with the more difficult guests was both valuable and immensely impressive.

In summary, we remain confident that the various actions being taken in the areas described above will enable us to look after our guests in the way we always have.

*Alan Fletcher, Chair of Trustees.*

## 2. Executive Overview

2023/24 was both a wonderful and challenging year not least of which was facing the financial challenges to establish and consolidate the service delivery model established post covid.

A key highlight was the production of our Speaking of Homelessness book building on the film and workshops undertaken with Peter Rumney, Dragon Breath Theatre in 2021/22. Peter worked with the SoundCafe team to produce an amazing legacy through his writing of the book which delivers the final piece of the jigsaw to complete our picture of the overall Speaking of Homelessness project.



May 2023, the Coronation of the King and Queen Consort provided a wonderful opportunity for celebration and a focus on the important role of volunteering. The Big Help Out on Monday 8<sup>th</sup> May 2023 promoted and championed volunteering and SoundCafe celebrated with a traditional afternoon cream tea for everyone.

Volunteering plays such a vital role in supporting charities like SoundCafe and re-inforces our family ethos and promoting involvement at the heart of our community.

Partnership is at the heart of SoundCafe and our continued support to our guests is only made possible by our team of volunteers and partner organisations.

- Leicester Samaritans are in integral part of SoundCafe and they provide invaluable support and guidance to SCL guests at the weekly café sessions.
- Leicester City in the Community coaching the SoundCafe Foxes Football team
- We're delighted to now be working with Leicestershire Cares, a new partnership for 2023 and the delivery of podcast workshops and support for key events in the calendar.

September 2023 SoundCafe appointed a new Activity Co-ordinator with the continued support of the Anchor Foundation.



December 2023, saw our first drumming workshop in partnership with Drums4Fun a wonderful afternoon led by Alan Willey, who brought a whole new perspective to our guests' musical repertoire.



Christmas 2023 was kindly supported by Rowleys Accountants who had collected a fantastic array of items to include in the guest gift bags.

In January 2024 SoundCafe choir featured in Leicestershire Live focusing on the benefits of singing and improving mental health.

*In the heart of [the city centre](#), a charity is on a mission to give homeless people and rough sleepers a voice in their local community. SoundCafe Choir uses the power of music and song to instil confidence and purpose in the city's most vulnerable groups.*

*Leicestershire Live visited the choir to hear about its impact on its members. Barbara said: "I've loved meeting people and coming to the choir and singing. I'd never sung before joining SoundCafe, and initially I was nervous to sing in front of people, but everyone here is so lovely and welcoming, so that puts me at ease. I really look forward to coming to rehearsals every week.*

*Deborah has been a member of the choir since its inception "I've made a lot of friends since coming here. We'd really love to see more and more volunteers coming to help us out."*

*Helen joined the choir four years ago. She said: "It's all about building friendships and coming together to sing and put on concerts. I enjoy singing solo parts because it enables me to make my voice heard".*

*Jason was first introduced to the choir in 2014 whilst he was living on the streets. He said: "I heard about the choir through some of my friends who had already joined. They brought me along to one of the sessions, and I've not looked back since".*

In February and March, we ran a six week pilot with Centre Project delivering community singing sessions at the Centre project facilities. This provided the opportunity for SCL guests and Centre project service users to enjoy the benefits of singing together.

*Rachel Griffiths, Director.*

### 3. Strategic & Operational Highlights

#### 3.1. Football

In May 2023 SoundCafe held its' second Homeless Football Health and Well-Being tournament at St Margaret's Pastures. Fourteen teams participated, including SoundCafe Foxes, as well as teams from other homeless providers in the City.



This year MIND sponsored SoundCafe Foxes football kit.

Teams came from across the County including Notts County Community Foundation; Derby County Community Foundation; and Leicestershire Police. There were information stands from Co-Op Healthy Eating, Everyone Active, PROSTaid and other homeless providers.

Leicester City in the Community hosted a fundraising LCFC Quiz Night with Leicester City Legend Steve Walsh. The event raised £450.00 for SCL.

December 2023 SCL organised a festive football match between SoundCafe Foxes and Falcon Support Services – great festive team spirit.

The players continued to improve not only their playing skills but also how they worked as a team, and we are looking forward to hosting our next tournament in the Spring of 2024.

Football is more than just a sport, it is a universal language that brings people together and this is evident with SoundCafe players through teamwork, discipline, and a shared passion and a willingness to unite communities.

*Maria O'Brien, Service Co-ordinator*

#### 3.2. Choir

It's been another amazing year for the SoundCafe Choir finishing the Summer term 2023 on a high after a concert of songs from film and musical theatre entitled 'The Greatest Show'.



In the Autumn the group recorded the Disney song 'Beauty and the beast' and an extract was played on BBC Radio Leicester. The choir love performing live, and their Disney-themed Christmas concert was a real hit.



The choir have grown in confidence in front of an audience and this was no more evident than in the Spring where they excelled themselves in a Cantamici concert in the beautiful surroundings and acoustics of our home: St Mary de Castro. The audience couldn't believe that the quality was as good as it was and that is down in no small part to the guests' hard work and attentiveness in rehearsals, encouraged by our growing volunteer base.

This year the choir have improved their pitch, tuning and they watch carefully to ensure their rhythm is as accurate as possible. The key aspect which has improved the most is their ability to sing in harmony.

*'I am so proud of all of their achievements this year. This choir is so fortunate to have Andrew Green who continues to accompany both choir rehearsals and performances, we are very grateful to him for his invaluable support. I would also like to personally thank the SoundCafe staff, trustees and volunteers who enable the choir to run so smoothly.'*

*Emma Trounson, SoundCafé Choir Lead*

## 4. Keeping Everyone safe – Safeguarding & Pastoral Care

At SoundCafe Leicester we understand the importance of actively listening to our guests, many of whom continue to struggle in their daily lives.

We are fortunate that we have Samaritans attending our weekly craft sessions. This offers guests the opportunity to express their concerns and worries and to receive emotional support.

The safeguarding of guests, volunteers and employees is a matter that we take seriously and we ensure that everyone receives training and follows the guidelines at all times.

If necessary, we are able to receive support from the Leicester Diocese Safeguarding Team. Their expertise and guidance help us to determine the next steps with any issues that arise.

*Sandie Sobieraj, SoundCafé Trustee Safeguarding Lead*

## 5. Financial Summary

In total, our income in the financial year to 31 March 2024 was £39,853 (2023 - £27,936). This was around 43% higher than the previous financial year.

We are tremendously grateful to the Friends of SoundCafe Leicester; those who have donated through the Parish Giving Scheme; those organisations which have given us grants; and those organisations and individuals who have donated money.

- The Leicester, Leicestershire & Rutland community Foundation;
- The Anchor Foundation;
- The George Ernest Ellis Foundation;
- The Mary Robertson Foundation;
- The National Lottery- Awards for All.

Our expenditure for the year was £60,024 (2023 - £67,487). Included in our expenditure was associated with the delivery of Speaking of Homelessness, funded by the Arts Council, in which we spent £3,200 (2023 - £12,261). We also spent more money on Football totalling £2,897 (2023 - £1,955). Fundraising and Media costs were carefully managed in the year totalling £1,931 (2023 - £9,523). Overall, the costs were more than the income for the year and resulted in a net deficit of £20,171 (2023 – deficit of £39,551). The funds carried over from the previous year, the total assets brought forward on 10 March 2023 were £52,470. Of these funds, £9,475 is classified as restricted and £42,995 is classified as unrestricted. At the 31 March 2024 we hold total funds of £32,299, of which £24,228 is classified as unrestricted and £8,071 as restricted.

It has been another year of great change, but we remain extremely thankful to all those who have helped us to support many of the most vulnerable in our society.

Lisa Parkes  
Treasurer

## 6. Financial Statements

### Statement of Financial Activities

Receipts	Unrestricted Funds	Restricted Fund	Year End 31 March 2024 rounded to nearest £	Year End 9 March 2023 rounded to nearest £
Donations	10,956	-	10,956	4,778
Parish Giving Scheme	2,683	-	2,683	2,296
Friends of SoundCafe	340	-	340	471
Legacy	-	-	-	10,000
Grants	4,500	19,459	23,959	7,752
HMRC Gift Aid	-	-	-	221
SoundCafe Events	1,792	-	1,792	2,368
Other - bank interest	123	-	123	50
<b>Total Income</b>	<b>£ 20,394</b>	<b>£ 19,459</b>	<b>£ 39,853</b>	<b>£ 27,936</b>
Payments	Unrestricted Funds	Restricted Fund	Year End 31 March 2024 rounded to nearest £	Year End 9 March 2023 rounded to nearest £
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Service Co-Ordinator Salary, NIC, Payrol	6,304	4,917	11,221	6,352
Activity Co-ordinator Salary, NIC, Payrol	-	4,731	4,731	2,786
Professional fees and pension	998	-	998	-
Parking	197	293	490	377
Room Hire and Refreshments at Sessior	739	968	1,707	8,165
Choir	-	1,667	1,667	2,029
Football	1,034	1,863	2,897	1,955
ICT, stationery & postage	520	-	520	1,718
Equipment	26	-	26	128
Insurance	583	-	583	541
Fundraising, Media	1,225	706	1,931	9,523
Sundries	1,064	-	1,064	233
Bank charges	101	-	101	75
Arts Council Project	-	3,200	3,200	12,261
<b>Total Expenditure</b>	<b>£ 41,679</b>	<b>£ 18,345</b>	<b>£ 60,024</b>	<b>£ 67,487</b>
<b>Net (expenditure)/income</b>	<b>(£ 21,285)</b>	<b>£ 1,114</b>	<b>(£ 20,171)</b>	<b>(£ 39,551)</b>

## Balance Sheet – as at 31 March 2024

Details	Amount
Income 2023-2024	39,853
Less Expenditure 2023-2024	60,024
Net deficit for the year 2023-2024	( 20,171)
Funds brought forward at 10 March 2023	52,470
<b>Total Funds carried forward at 31 March 2024</b>	<b>£ 32,299</b>
Details	Amount
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Petty Cash, held by Trustee at 31 March 2024	63
Petty Cash, held by Director at 31 March 2024	141
<b>Total Bank and Cash held at 31 March 2024</b>	<b>£ 32,299</b>
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Restricted Expenditure	( 18,345)
Transfer to Unrestricted Funds	( 2,518)
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Details	Amount
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<b>Total Funds at 31 March 2024</b>	<b>£ 32,299</b>

## 7. SCL Governance Framework

7.1. SoundCafe is governed through a Trustee Board, the members and roles are outlined below

Role	Scope of Role
<p>Chair Alan Fletcher</p> <p>Appointed March 2021</p>	<p>Lead the Trustee Board in ensuring the effective performance of its' governance, ensuring there is an effective relationship between the Board and SCL staff, volunteers and stakeholders. Lead on the assessment of SCL's corporate and operational risks; and ensuring risk is appropriately assessed and mitigated where appropriate.</p> <p>Chair Trustee meetings so that the Board functions effectively and carries out its duties; and the finances of SCL are systematically accounted for, audited, independently examined and publicly available.</p>
<p>Treasurer Lisa Parkes</p> <p>Appointed September 2022</p>	<p>Overseeing SCL's financial reporting; planning and management; agreeing targets and evaluating performance against them. Exercise financial controls in order to ensure the financial stability of the Charity and to scrutinise and challenge the trustees in planning, advising on financial matters, overseeing strategy on development matters.</p>
<p>Business Management/Risk Pete Miller</p> <p>Appointed March 2019</p>	<p>Providing a business perspective to the board, networking with local businesses to encourage further support – both financial and practical.</p> <p>Promoting SCL's use of social media to actively engage with its public and the business community.</p>
<p>Pastoral/Safeguarding Sandie Sobieraj</p>	<p>Lead on SCL's guest pastoral support, specifically addressing:</p> <ul style="list-style-type: none"> <li>• An awareness and appreciation of guests needs</li> <li>• Supporting volunteers in their pastoral care of guests</li> <li>• Nurturing by empowering guests to seek assistance and achieve their potential</li> </ul>

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<p>Appointed March 2015</p>	<ul style="list-style-type: none"> <li>Ensuring the Trustee Board are aware of the key issues and how SCL can develop to address the needs of guests.</li> </ul> <p>Trustee Board lead for Safeguarding across SCL. Member of the Operational Management Group.</p>
<p>Social Media Lucy Collins Appointed January 2023</p>	<p>Advising on the social media format and communications for the charity.</p>
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# SOUNDCAFE LEICESTER

## ANNUAL REPORT 2023-24

Registered Charity No. 1162987

November 2024



*'A community where we can meet for music, art & friendship. Without these places we're on our own – socially isolated . . . It means I have a place to go, friendly & helpful people'*  
**SCL Guest.**

## **1. Introduction - Chair of Trustees Report**

At the end of the report last year I commented as follows: “We are making significant efforts to be able to continue to offer the welcome and hospitality that Sound Café is known for so we can be there to support our guests as part of the Sound Café family; but there is no escaping the fact that this has become extremely difficult.”

While there is no doubt at all that the environment in which we are operating continues to be very difficult, it is very good to report that the operational model has continued to offer the choir, the creative café and the football due in particular to the efforts of our Director (Rachel Griffiths), our Service Co-Ordinator (Maria O'Brien) and our loyal team of volunteers.

The meetings of the Trustee board have, inevitably, been dominated by detailed consideration of how we could ensure the receipt of adequate funding to enable us to deliver the services which are so important, and so much appreciated, by our guests. This has not been at all easy given the financial climate and a very significant amount of work has been done, by Rachel with the extremely valuable assistance of David Peake, on funding bids; inevitably, there have been some disappointments together with some encouraging positive responses from grant awarding bodies. Some progress has been made this year on securing committed regular donations, although these are still considerably less than is needed to cover core costs.

We were very pleased to be nominated by Jonathan Kerry (CEO of Leicester Diocese) for a Kings Award for Voluntary Service.

We have given considerable thought to whether we should modify the way in which we deliver our services and whether we should work in a formal partnership with another relevant local charity. As the numbers attending football have significantly diminished, we discussed the viability of weekly football as compared to one-off events like the Football Festival planned for May 2024.

Safeguarding reports and a Risk register are also regular items on Trustee Board agendas. In relation to safeguarding there have been various difficult issues which have been well handled by our team with the assistance of the safeguarding specialists employed by the Leicester Diocese.

Julie-Ann Heath and Eileen Coombs stepped down as Trustees during the year. We were delighted that Jenny Barrett became a trustee. With her detailed knowledge of how SoundCafé services need to be delivered and her familiarity with so many of the guests Jenny is a really valuable addition to the Trustee Board.

At the end of January a number of us attended the church of St Philip and St James in Groby for the funeral of Geof Pearce. Geof was a very lovely gentleman who was a tremendously valuable SoundCafé trustee perhaps particularly in the days when a large number of guests attended on a Wednesday afternoon in the Grand Hall of St Martin's House. His calm, respectful and firm relationship with the more difficult guests was both valuable and immensely impressive.

In summary, we remain confident that the various actions being taken in the areas described above will enable us to look after our guests in the way we always have.

*Alan Fletcher, Chair of Trustees.*

## 2. Executive Overview

2023/24 was both a wonderful and challenging year not least of which was facing the financial challenges to establish and consolidate the service delivery model established post covid.

A key highlight was the production of our Speaking of Homelessness book building on the film and workshops undertaken with Peter Rumney, Dragon Breath Theatre in 2021/22. Peter worked with the SoundCafe team to produce an amazing legacy through his writing of the book which delivers the final piece of the jigsaw to complete our picture of the overall Speaking of Homelessness project.



May 2023, the Coronation of the King and Queen Consort provided a wonderful opportunity for celebration and a focus on the important role of volunteering. The Big Help Out on Monday 8<sup>th</sup> May 2023 promoted and championed volunteering and SoundCafe celebrated with a traditional afternoon cream tea for everyone.

Volunteering plays such a vital role in supporting charities like SoundCafe and re-inforces our family ethos and promoting involvement at the heart of our community.

Partnership is at the heart of SoundCafe and our continued support to our guests is only made possible by our team of volunteers and partner organisations.

- Leicester Samaritans are an integral part of SoundCafe and they provide invaluable support and guidance to SCL guests at the weekly café sessions.
- Leicester City in the Community coaching the SoundCafe Foxes Football team
- We're delighted to now be working with Leicestershire Cares, a new partnership for 2023 and the delivery of podcast workshops and support for key events in the calendar.

September 2023 SoundCafe appointed a new Activity Co-ordinator with the continued support of the Anchor Foundation.



December 2023, saw our first drumming workshop in partnership with Drums4Fun a wonderful afternoon led by Alan Willey, who brought a whole new perspective to our guests' musical repertoire.



Christmas 2023 was kindly supported by Rowleys Accountants who had collected a fantastic array of items to include in the guest gift bags.

In January 2024 SoundCafe choir featured in Leicestershire Live focusing on the benefits of singing and improving mental health.

*In the heart of [the city centre](#), a charity is on a mission to give homeless people and rough sleepers a voice in their local community. SoundCafe Choir uses the power of music and song to instil confidence and purpose in the city's most vulnerable groups.*

*Leicestershire Live visited the choir to hear about its impact on its members. Barbara said: "I've loved meeting people and coming to the choir and singing. I'd never sung before joining SoundCafe, and initially I was nervous to sing in front of people, but everyone here is so lovely and welcoming, so that puts me at ease. I really look forward to coming to rehearsals every week.*

*Deborah has been a member of the choir since its inception "I've made a lot of friends since coming here. We'd really love to see more and more volunteers coming to help us out."*

*Helen joined the choir four years ago. She said: "It's all about building friendships and coming together to sing and put on concerts. I enjoy singing solo parts because it enables me to make my voice heard".*

*Jason was first introduced to the choir in 2014 whilst he was living on the streets. He said: "I heard about the choir through some of my friends who had already joined. They brought me along to one of the sessions, and I've not looked back since".*

In February and March, we ran a six week pilot with Centre Project delivering community singing sessions at the Centre project facilities. This provided the opportunity for SCL guests and Centre project service users to enjoy the benefits of singing together.

*Rachel Griffiths, Director.*

### 3. Strategic & Operational Highlights

#### 3.1. Football

In May 2023 SoundCafe held its' second Homeless Football Health and Well-Being tournament at St Margaret's Pastures. Fourteen teams participated, including SoundCafe Foxes, as well as teams from other homeless providers in the City.



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Football is more than just a sport, it is a universal language that brings people together and this is evident with SoundCafe players through teamwork, discipline, and a shared passion and a willingness to unite communities.

*Maria O'Brien, Service Co-ordinator*

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*Emma Trounson, SoundCafé Choir Lead*

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*Sandie Sobieraj, SoundCafé Trustee Safeguarding Lead*

## 5. Financial Summary

In total, our income in the financial year to 31 March 2024 was £39,853 (2023 - £27,936). This was around 43% higher than the previous financial year.

We are tremendously grateful to the Friends of SoundCafe Leicester; those who have donated through the Parish Giving Scheme; those organisations which have given us grants; and those organisations and individuals who have donated money.

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- The Anchor Foundation;
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Lisa Parkes  
**Treasurer**

## 6. Financial Statements

### Statement of Financial Activities

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<b>Net (expenditure)/income</b>	<b>(£ 21,285)</b>	<b>£ 1,114</b>	<b>(£ 20,171)</b>	<b>(£ 39,551)</b>

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7.1. SoundCafe is governed through a Trustee Board, the members and roles are outlined below

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**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SoundCafe Leicester

**On accounts for the year  
ended**

31 March 2024

**Charity no  
(if any)**

1162987

**Set out on pages**

1 to 12

(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 year ended 31 March 2024.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

S. Wilson

**Date:**

2/1/2025

**Name:**

SIMON WILSON.

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

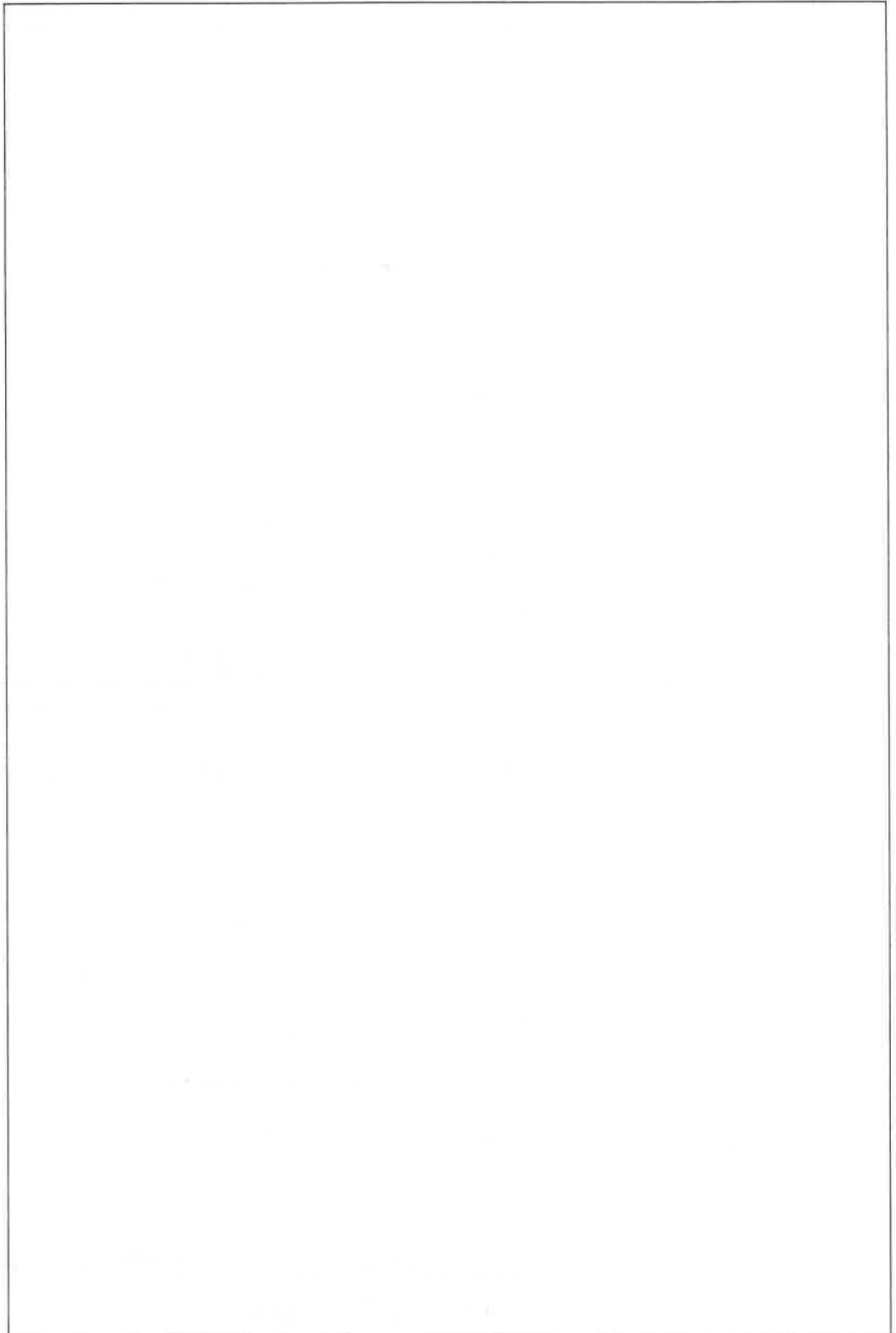
CIMA.

**Address:**

GALOPU FLAT 1 19A PELHAM CRESCENT  
NOTTINGHAM.  
NG7 1AR.

Only complete if the examiner needs to highlight 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.**



**SOUNDCAFE LEICESTER**

England & Wales - Charity number 1162987

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# Accounts

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# ANNUAL REPORT 2022/23



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# INTRODUCTION

**During this year the operational model established to deal with Covid restrictions has been successfully delivered, with the continued use of both St Mary de Castro (SMDC) and St Margaret's Pastures (SMP)**

The choir meets at SMDC on a Monday. We begin with refreshments and communal signing of popular songs aided by both the music and the songs being provided electronically. We then rehearse the set music directed by Emma Trounson whose leadership of the choir continues to be outstanding. On 4 July the choir gave a performance of Captain Noah to a supportive and enthusiastic audience at SMDC.

We hold a creative workshop at SMDC on Wednesday which includes poetry, art, cake and other refreshments in an atmosphere of friendship and fun. The number of guests attending the creative workshop has grown considerably this year

On Tuesday, we are at St Margaret's Pastures where the Leicester City in the Community team lead our guests in football within the safe environment available. On 7 July there was an inaugural homelessness football tournament with [10] teams competing. The tournament was a great success and was covered in the sports section of BBC East Midlands news. We are immensely grateful to Leicester City for all they have done for Sound Café this year; and congratulate Maria O'Brien who continues to lead this project with great skill and enthusiasm in addition to her other work for the charity.

The Speaking of Homelessness project, funded by Arts Council England, enabled our guests to share their experience of homelessness with the support of a professional dramatist. The film is a collection of stories that raise awareness of the challenges of being homeless or vulnerably housed and what it is to be on the edge of society and ignored. A very significant amount of

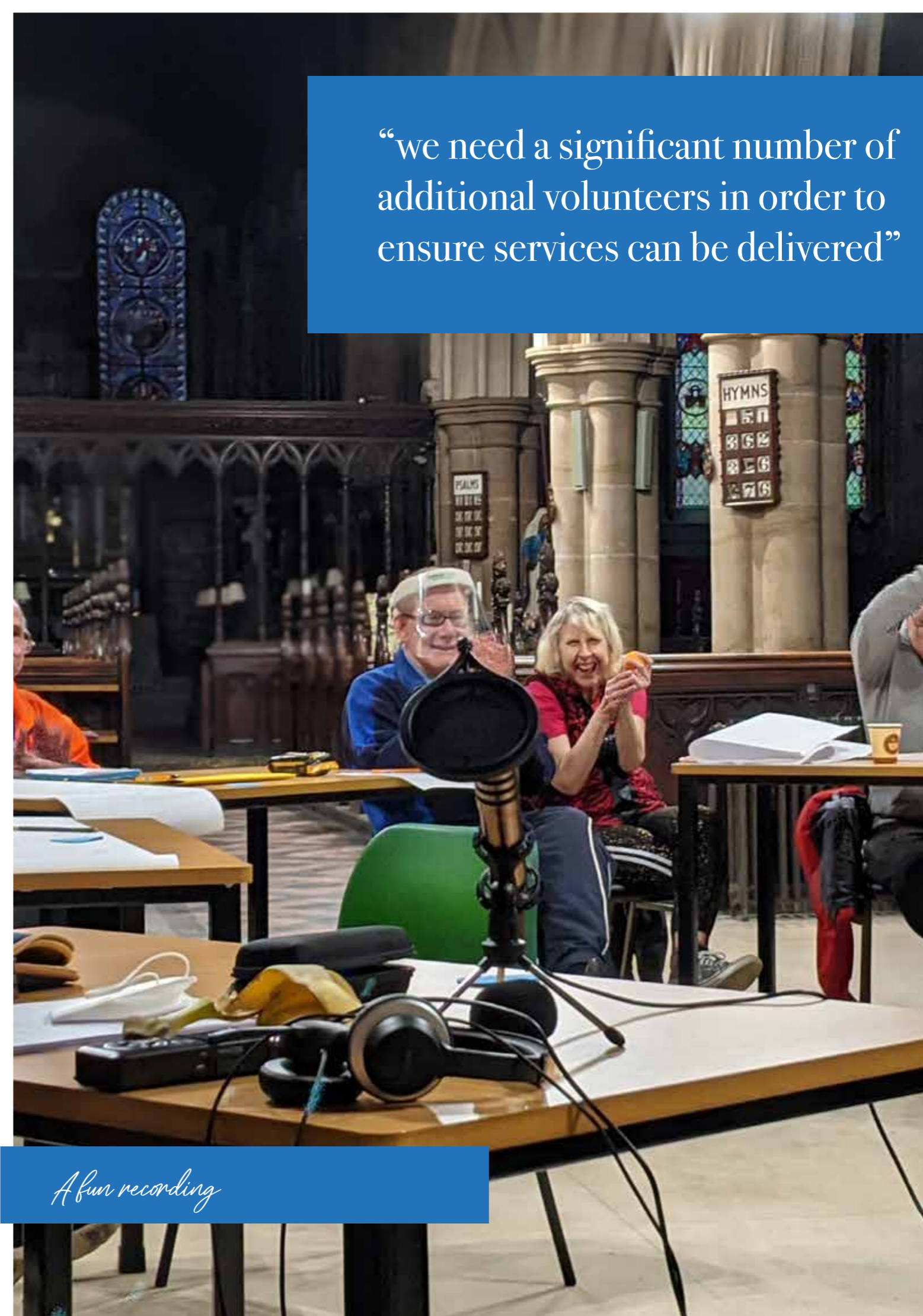
work was done last year to produce a powerful short film which was released to great acclaim on 24 June 2022 at the Community Hub, King Power Stadium. The film is available on our website to download and was made available to schools from the Autumn of 2022. There was also, on 1 March 2023, an evening at Bishop's Lodge hosted by the Bishop of Leicester with various invited guests when the film was shown and discussed; and work is ongoing on a book based on the film. Most importantly, all this is an opportunity for our guests to share their own unique stories and experiences so we can all learn together.

We have a number of volunteers who do excellent work at our various sessions but we need a significant number of additional volunteers in order to ensure services can be delivered. In addition, like all charities, Sound Café continues to face an extremely challenging time in raising the funding we need so we can deliver our services. Significant time and expertise is devoted to making bids for funding from a variety of organisations. Some of these bids are successful but the financial climate means that an increasing number of bids are being unsuccessful. In addition, the levels of core inflation and the continual raising of interest rates in an effort to reduce inflation have created a financial climate which puts increasing pressure on the finances of companies and individuals who are cutting back on discretionary spending which, of course, includes financial donations to charities. We are making significant efforts to be able to continue to offer the welcome and hospitality that Sound Café is known for so we can be there to support our guests as part of the Sound Café family; but there is no escaping the fact that this has become extremely difficult.

**Alan Fletcher**  
Chair of Trustees

*A. K. Fletcher*

“we need a significant number of additional volunteers in order to ensure services can be delivered”



*A fun recording*

# STRATEGIC & OPERATIONAL HIGHLIGHTS

2022/23 saw our first full year based in our new home at St Mary de Castro Church. It equally provided the opportunity to consolidate our new service delivery model and explore how we could respond to our guests needs and requirements.

In April 2022 we appointed an Activity Co-ordinator to help shape and develop our workshop sessions on a Wednesday afternoon. The creative café has grown in both numbers and range of work undertaken. With seasonal themed sessions that integrate all activities. The creative writing never ceases to amaze with new prose each week shared by the guests.

The creative writing table provides a space where Guests can feel welcome, and if they wish, enjoy writing poems and short stories, with volunteers' support and keen interest.

Guests have written about a wide variety of topics, including the Coronation, favourite animals, enjoying nature - and aliens from outer space! Several Guests have had their work published in the recently produced book on SoundCafe's "Speaking of Homelessness" film, and in other publications. Riichard Byrt, Volunteer Creative Writing, SCL.



*A guest working on their poem*

**Creative arts and crafts have included the painting of an amazing memory tree which is now a permanent display feature within St Mary de Castro.**

What a fantastic year we have had at Creative Cafe on Wednesday afternoons at St. Mary de Castro. By the end of the year we had a number of sessions that reached capacity and these had a real buzz and that sense of SoundCafe family we are so familiar with. Each week we used our themes to provide opportunities for guests to take part in many varied creative activities on both our craft table and creative writing table. The guests have enjoyed both the activities and the sense of togetherness that the sessions offer, which has supported their sense of belonging and well-being."

Jenny Barrett, Activity Co-ordinator, SCL.

“SoundCafe Leicester is a unique and diverse family, built on trust, support, care & compassion for one another.”

# STRATEGIC & OPERATIONAL HIGHLIGHTS

A key focus and highlight for 2022 was the launch of our Speaking of Homelessness project and we premiered the film at the Community Hub King Power stadium in June. The project initially commenced in 2020, but with the pandemic was changed to deliver a series of 11 short films produced on location in Leicester City.

The individual stories were combined to create the overarching Speaking of Homelessness film which is available to download on our website [www.soundcafe.org.uk](http://www.soundcafe.org.uk). The project aimed to realise the hopes and aspirations of many of our guests to tell their own story in a unique and powerful way.

The project was funded through the Arts Council and our supporting display materials and future book with funding from the Laing Foundation.

The film was made possible through our work with Peter Rumney, Dragon Breath Theatre, Nathan Obokoh Film Director and the support and commitment of our guests, volunteers, partner agencies and staff.

For SoundCafe the project not only provided the opportunity for guests to develop new skills and find a voice but likewise the chance to showcase the charity's services and how it influences and impacts on the lives for those on the edge of society.



**Another first for SoundCafe was hosting the homeless and well-being football tournament the first in the East Midlands in July 2022.**

**SoundCafe Foxes had a new strip sponsored by Ingeus and the tournament was made possible by sponsorship from Ingeus, Paradigm Wills & Legal Services, Everything Community at Everything Branded and Fanatics Supplies, along with the ongoing support by Leicester City in the Community and St Margaret's Pastures.**

*"Football is more than just a sport, it is a universal language that brings people together and we see this with our players through teamwork, discipline, and a shared passion and a willingness to unite communities."*

*The team continues to improve, and we are looking forward to hosting our next tournament in the Summer of 2023."*

**Maria O'Brien, Service Co-ordinator, SCL.**

SoundCafe Foxes were joined by players from other homeless providers in the city including City of Sanctuary, LCiTC Inclusion Team, Help the Homeless and The Bridge Homelessness to Hope, Unity House and No5. Health & well-being teams joined the tournament from Derby County FC Community Foundation and Notts County FC Community Foundation all competing for the SoundCafe Foxes Fair Play Cup and the Ingeus Fair Play Trophy.

SoundCafe Football Health & Well-Being workshops use the power of sport and recreation to promote wellbeing, with a special focus on encouraging physical activity and social interaction contributing to good mental health.

**'It gave me a chance to speak out and be more confident'**  
**'Loneliness is homelessness on the inside'**

# STRATEGIC & OPERATIONAL HIGHLIGHTS

In July, we also held our first public choir concert since the pandemic, Captain Noah and his floating zoo, followed in December 2022 a Celebration of Christmas which included a selection of songs from the Greatest Showman and some classic carols. The choir were also recorded singing 'Over the Rainbow'

*'It was wonderful to get back to singing together properly after the pandemic. The choir come to the sessions full of energy and enthusiasm. It is fantastic to see the guests develop in confidence and their willingness to learn and improve is truly inspirational!. Special thanks to Andrew who has dedicated time to providing piano accompaniment for the choir rehearsals and performances throughout the Autumn and Spring terms.'*

**Emma Trounson, SCL Choir Lead."**



*Finding a Voice*

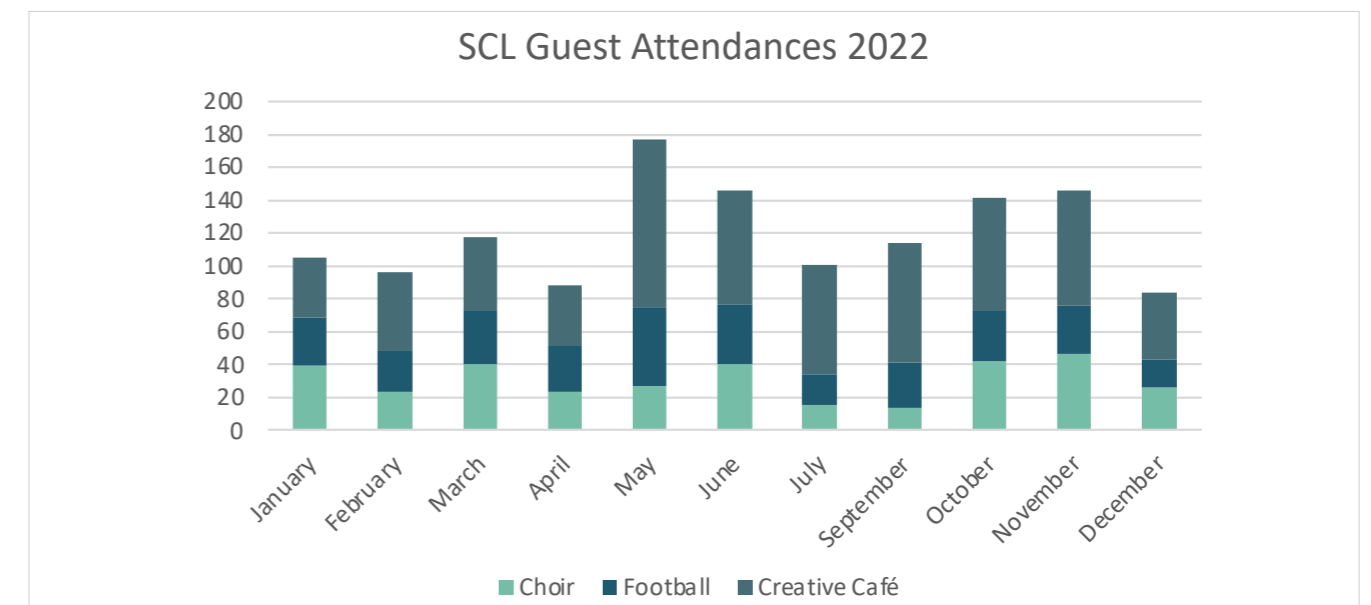


*Launch Night Singing*

**January 2023, we introduced a group singing community café before our choir sessions. The sounds of many pop artists are now a regular feature at St Mary de Castro church using our projector and screen we were able to purchase in Autumn 2022.**

Guests had missed the opportunity for informal singalongs, and this has added a new dynamic to our sessions.

Our total guest attendances for 2022 are outlined below. The reduced attendances in April and December reflect the Easter and Christmas closures.



# KEEPING EVERYONE SAFE – SAFEGUARDING & PASTORAL CARE

**At SoundCafe Leicester we are responsible for safeguarding our guests, volunteers and employees. We take this matter extremely seriously and ensure that everyone follows the guidelines at all times.**

Our policy is updated regularly so that everyone is aware of any changes. Issues that arise are reported to the Director or the Trustee responsible for safeguarding, records are kept and we liaise with the Diocese of Leicester where necessary. Finally, a report is made to the Trustee Board.

We recognise that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some point in our lives. We are fortunate that the Samaritans are able to attend our Wednesday sessions and continue to provide invaluable support. Together with our staff and volunteers we are able to offer the safe creative space for which SoundCafe is known.

# LOOKING AHEAD

**Like so many other small charities SoundCafe is facing a number of financial challenges to continue to be able to support our guests and deliver the range of services currently on offer.**

We have rationalised our staffing model and ensured the continuity of our service delivery for the next twelve months. Beyond this we have yet to realise the financial stability that we strive for.

Our key focus as we look ahead is to identify new sources of regular income that will enable the amazing work to continue but most importantly grow. We have aspirations to develop the scope of services across the week, responding to the needs of our guests in developing new skills-based activities.

Partnership is at the heart of what we do and looking for new ways to partner and secure the continuity of SoundCafe for the next decade is a priority.

Creativity remains at the centre of what we deliver we have the launch of our book *Speaking of Homelessness* in Summer 2023 which will document the journey in realising the films produced in 2022. The book will give a further insight into our guest's stories and their journey through life as they address the challenges of homelessness in its many forms.

SoundCafe will host its second Football Health & Well-Being workshop in July 2023, focusing on mental health & well-being.

Our next year is likely to be one of the most challenging yet financially and will result in changes in the level of special events and experiences we can offer our guests but most importantly we will continue to offer a welcome and hospitality to our guests as part of our SoundCafe Family for as long as we are able.

We are grateful to all those who have believed in SoundCafe and who have been a part of our step-by-step journey of learning and development, never losing sight of why we are here.

**Rachel Griffiths – Director**

‘Partnership is at the heart of what we do’

*Transforming Lives*



# FINANCIAL SUMMARY

**In total, our income in the financial year to 9 March 2023 was £27,936 (2022 - £57,394). This was around 51% lower than the previous financial year.**

We are tremendously grateful to the Friends of SoundCafe Leicester; those who have donated through the Parish Giving Scheme; those organisations which have given us grants; and those organisations and individuals who have donated money.

- The D'Oyly Carte Charitable Trust;
- Next plc and Simon Wolfson.

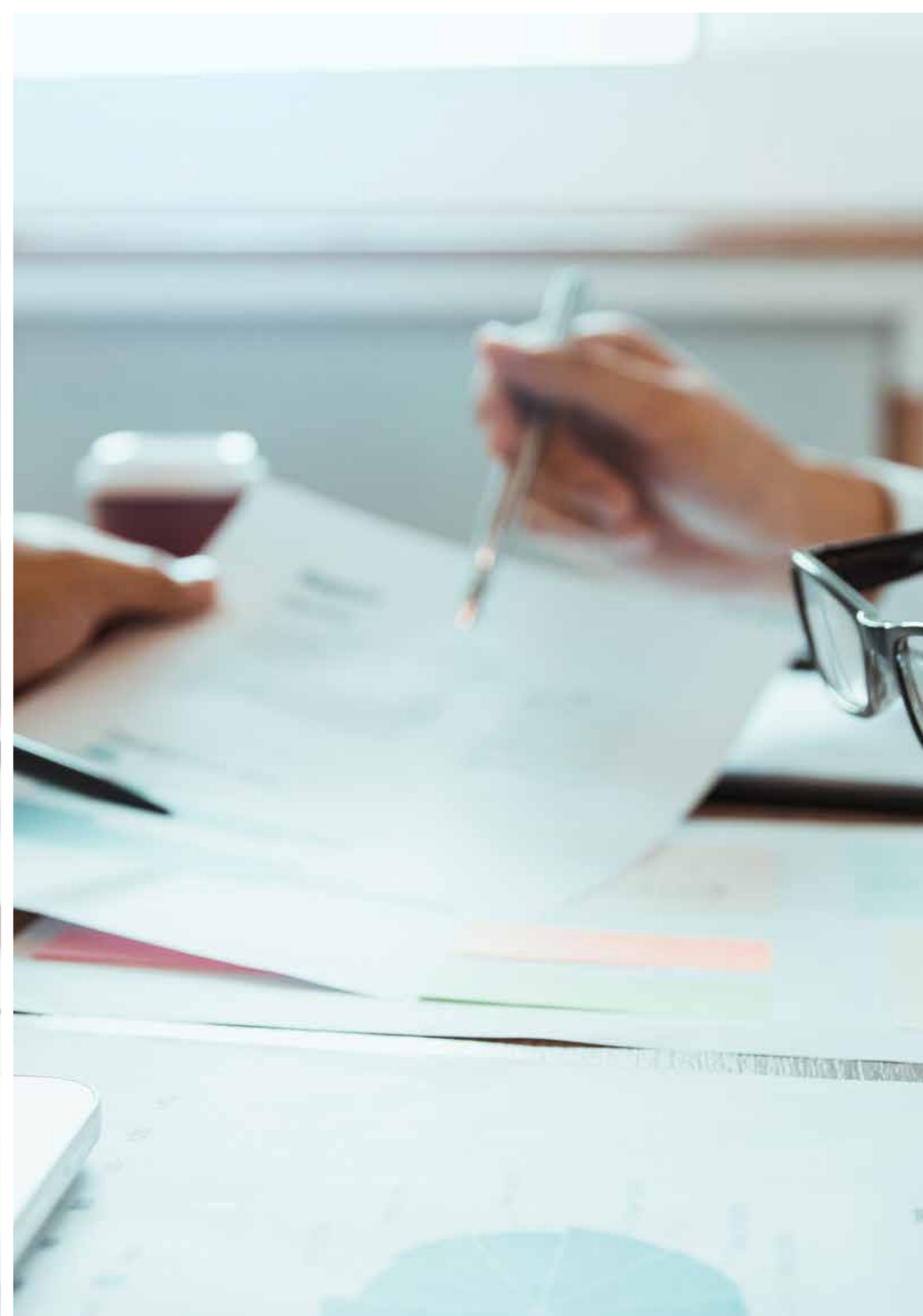
We also are grateful to have been gifted a Legacy of £10,000 in the year.

Our expenditure for the year was £67,487 (2022 - £57,051). Part of the increase in expenditure was associated with the delivery of Speaking of Homelessness, funded by the Arts Council, in which we spent £12,261 (2022 - £5,297). We also spent more money on Football totalling £1,955 (2022 - £2,365) which was from restricted funds. Fundraising and Media costs were £9,523 in the year (2022 - £4,994) as we continued to promote the good work of our organisation.

The remaining increases broadly relate to salaries. This reflects both an increase in pay and an increase in the number of hours worked; the latter was required because of the enhanced service model delivered in this financial year. Overall, the costs were more than the income for the year and resulted in a net deficit of £39,551 (2022 - Surplus of £343). With the funds carried over from the previous year, the total assets brought forward on 10 March 2022 were £92,021. Of these funds, £60,100 is classified as unrestricted and £31,920 is classified as restricted. At the 9 March 2023 we hold total funds of £52,470, of which £42,995 is classified as unrestricted and £9,475 as restricted.

It has been another year of great change, but we remain extremely thankful to all those who have helped us to support many of the most vulnerable in our society.

**Lisa Parkes - Treasurer**



# FINANCIAL STATEMENTS

Receipts	Unrestricted Funds	Restricted Funds	Year end 9 March 2023 rounded to nearest £	Year end 9 March 2022 rounded to nearest £
Donations	4,553	225	4,778	33,794
Parish Giving Scheme	2,296	-	2,296	503
Friends of SoundCafe	471	-	471	1,701
Legacy	10,000	-	10,000	-
Grants	-	7,752	7,752	20,538
HMRC Gift Aid	221	-	221	838
SoundCafe Events	2,368	-	2,368	-
Other - bank interest	50	-	50	20
<b>Total Income</b>	<b>19,959</b>	<b>7,977</b>	<b>27,936</b>	<b>57,394</b>

Payments				
Manager Salary, NIC, Payroll	21,344	-	21,344	25,763
Service Co-ordinator Salary, NIC, Payroll	6,214	138	6,352	7,268
Activity Co-ordinator Salary, NIC, Payroll	2,786	-	2,786	-
Parking	90	287	377	260
Room hire and refreshments at sessions	1,597	6,568	8,165	8,362
Choir	-	2,029	2,029	894
Football	-	1,955	1,955	2,365
ICT	654	1,064	1,718	1,134
Equipment	18	110	128	-
Insurance	541	-	541	574
Fundraising, Media	7,638	1,885	9,523	4,994
Sundries	233	-	233	44
Bank Charges	75	-	75	96
Arts Council Project	81	12,180	12,261	5,297
<b>Total Expenditure</b>	<b>41,271</b>	<b>26,216</b>	<b>67,487</b>	<b>57,051</b>
<b>Net (expenditure) / income</b>	<b>21,312</b>	<b>18,239</b>	<b>39,551</b>	<b>342</b>

Details	Amount
Income, 2022 - 2023	27,936
Less Expenditure, 2022 - 2023	67,487
Net deficit for the year 2022-2023	39,551
Funds brought forward at 10 March 2022	92,021
<b>Total Funds carried forward at 9 March 2023</b>	<b>52,470</b>

Details	Amount
CAF Bank Balance, 9 March 2023	51,139
Co-op Bank Balance, 9 March 2023	1,153
Petty Cash, Held by Trustee, 9 March 2023	108
Petty Cash, Held by Director, 9 March 2023	69
<b>Total Bank and Cash held at 9 March 2023</b>	<b>52,470</b>

Details	Amount
Restricted Funds Brought Forward	31,920
Restricted Income received	7,977
Restricted Expenditure	26,216
Transfer to Unrestricted Funds	4,206
<b>Restricted Funds at 9 March 2023</b>	<b>9,475</b>

Details	Amount
Unrestricted Funds Brought Forward	60,101
Unrestricted Income received	19,959
Unrestricted Expenditure	41,271
Transfer to Restricted Funds	4,206
<b>Unrestricted Funds Carried Forward 10 March 2022</b>	<b>42,995</b>
Restricted Funds at 9 March 2023	9,475
<b>Unrestricted Funds at 9 March 2023</b>	<b>42,995</b>
<b>Total Funds at 9 March 2023</b>	<b>52,470</b>

All Restricted Funds are held at CAF Bank.



Activity table

## FINANCIAL STATEMENT SUPPORTING NOTES

### Notes to accompany the Financial Report, 10 March 2022 to 9 March 2023

The accounts have been prepared on a receipts and payments basis as required by the Charity Commission for a charity the size of SoundCafe Leicester.

Presented to the Trustees of SoundCafe Leicester on 12th September 2023

### Reserve Policy

The charity maintains a balance on unrestricted funds of four months' operating costs. This was reviewed in 2023 and is £19,500.

### Investment Policy

All money is held in instant access accounts.

### Trustee Remuneration and Related-Party Transactions

No member of the Trustee Board received any remuneration or travel costs during the year. No trustee or any person related to them had any personal interest in any transaction entered into by the charity during the year.

### Assets

SoundCafe Leicester owns no land, buildings, furniture, investments or trading stock. It owns a small amount of equipment necessary for the running of the charity but this has little financial value and is treated as expenditure in the year of purchase.

### Volunteers

At the moment, we do not repay the expenses of volunteers, helpers or Samaritans.

# SCL GOVERNANCE FRAMEWORK

SCL is governed through a Trustee Board and underpinned by an Operations Group that addresses operational service delivery.

The Trustee Board members and roles are outlined below:

Role	Scope of
<b>Chair</b> <b>Alan Fletcher</b>  Appointed as chair <b>1st March 2021</b>	Lead the Trustee Board in ensuring the effective performance of its' governance, ensuring there is an effective relationship between the Board and SCL staff, volunteers and stakeholders. Lead on the assessment of SCL's corporate and operational risks; and ensuring risk is appropriately assessed and mitigated where appropriate.  Chair Trustee meetings so that the Board functions effectively and carries out its duties; and the finances of SCL are systematically accounted for, audited, independently examined and publicly available.
<b>Co-Chair</b> <b>Vacant</b>	Deputising for the Chair at meetings and events and acting as a representative of SCL on other bodies. Bring particular key qualities to the Committee in respect of SCL and representing the needs of the guests.
<b>Trustee Secretariat</b> <b>Eileen Coombs</b>  Appointed <b>February 2023 – June 2023</b>	Ensuring the administrative affairs of SCL are conducted within legal requirements; Trustee Board meetings are properly organised and administratively serviced and the Board fulfils its administrative responsibilities and legal obligations.
<b>Treasurer</b> <b>Lisa Parkes</b>  Appointed <b>Appointed September 2022</b>	Overseeing SCL's financial reporting; planning and management; agreeing targets and evaluating performance against them. Exercise financial controls in order to ensure the financial stability of the Charity and to scrutinise and challenge the trustees in planning, advising on financial matters, overseeing strategy on development matters.
<b>Business Management</b> <b>Pete Miller</b>	Providing a business perspective to the board, networking with local businesses to encourage further support – both financial and practical. Promoting SCL's use of social media to actively engage with its public and the business community.

Role	Scope of
<b>Pastoral</b> <b>Sandie Sobieraj</b>  Appointed <b>March 2015</b>	Lead on SCL's guest pastoral support, specifically addressing: <ul style="list-style-type: none"> <li>• An awareness and appreciation of guests' needs.</li> <li>• Supporting volunteers in their pastoral care of guests.</li> <li>• Nurturing by empowering guests to seek assistance and achieve their potential.</li> <li>• Ensuring the Trustee Board is aware of the key issues and how SCL can develop to address the needs of guests.</li> </ul>
<b>Social Media</b> <b>Lucy Collins</b>  Appointed <b>January 2023</b>	Advising on the social media format and communications for the charity
<b>Creative Marketing/ Business</b> <b>Julie-Ann Heath</b>  Appointed <b>September 2022 – April 2023</b>	Supporting SCL's creative development, marketing and business specifically: <ul style="list-style-type: none"> <li>• Supporting guests in creative projects</li> <li>• Developing a marketing strategy for SCL</li> <li>• Providing a business perspective</li> </ul>
<b>Operational Delivery/ Health &amp; Well-Being</b>  <b>Vacant</b>	Ensuring SCL meets the health & well-being need of guests and appropriately measures the outcome of its services and projects. Ensuring feedback shapes future service delivery. Advise on specific operational issues and policies that may affect SCL service delivery. Ensure the Trustee Board are aware of any key risk issues and impact for SCL. Provide a Trustee interface to the Operational Management Group.
In year changes in Trustee Board Members	Ruth Olugbenga appointed September 2020 – July 2022 Stephen Barney appointed November 2021 – July 2022 Funmi Adenle appointed November 2021 – July 2022 Andrew Schofield appointed November 2020 – August 2022

Three part-time staff are employed:  
 Director (0.6wte); Service Co-ordinator (0.3wte) and an Activity Co-ordinator (0.1wte).



**THANK YOU**

**SOUNDCAFE LEICESTER**

England & Wales - Charity number 1162987

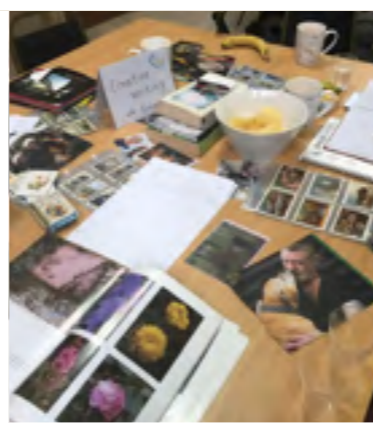
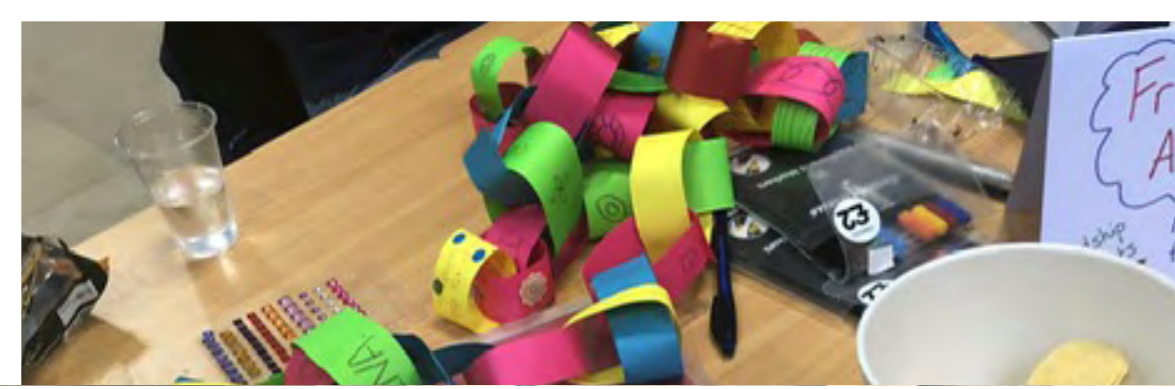
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# Accounts

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# ANNUAL REPORT 2021/22



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# INTRODUCTION

**In the introduction to the last annual report, I made reference to our charity “looking forward with hope; delivering services to smaller groups three days a week” and “running the Speaking of Homelessness project over the Summer.” I am pleased to report that all this has happened during a busy and successful year for SoundCafé (SCL). We have established our “home” at the beautiful church of St Mary de Castro (SMDC), which has all the facilities we need for two of our activities, and where we have been warmly welcomed.**

The choir meets at SMDC on a Monday. We begin with refreshments and then rehearse the set music directed by Emma Trounson whose leadership of the choir is outstanding. We hold a creative workshop at SMDC on Wednesday which includes poetry, art, cake and other refreshments in an atmosphere of friendship and fun.

On Tuesday, we are at St Margaret’s Pastures where the Leicester City in the Community team lead our guests in football within the safe environment available. We are immensely grateful to Leicester City for all they have done for SoundCafé this year; and congratulate Maria O’Brien who has led this project with great skill and enthusiasm in addition to her other work for the charity

The Speaking of Homelessness project, funded by Arts Council England, enabled our guests to share their experience of homelessness with the support of a professional dramatist. The film is a collection of stories that raise awareness of the challenges of being homeless or vulnerably housed and what it is to be on the edge of society and ignored. A very significant amount of work was done this year to produce a powerful short film which will be released after the year end. The Trustees would like to thank Rachel Griffiths for all the work she did as the main organiser of the film which was in addition to all her other work as the charity Director.

We move forward confident in the knowledge that we have developed an operational model post lockdown which is both appropriate for and valued by our guests. All this has only been possible with the amazing support of our volunteers without whom SoundCafe would not be the charity that it is today.

The Trustees recognise the challenges ahead in particular in raising sufficient funding to cover core costs so that we can continue to deliver our services.

“looking forward with hope;  
delivering services to smaller groups  
three days a week”

*A. K. Fletcher*

**Alan Fletcher**  
Chair of Trustees



*A great training session*

# STRATEGIC HIGHLIGHTS

In March 2021 like the rest of the country we were still very much in the grip of Covid-19. As in 2020 we continued to adapt and diversify and were delivering SoundCafe virtual workshops through the post and Football Health & Well-being sessions.

Maintaining a service to our guests and communicating with our volunteers and supporters was at the heart of our work.

A summary of our journey throughout the pandemic is outlined below:

## JOURNEY THROUGHOUT THE PANDEMIC



A key aspect of the strategic work undertaken was to review our model of delivery planning for a return of face-to-face services and looking at ways to fund our new service delivery model.

The future accommodation needs of the service was key as the Grand Hall at St Martins House Conference Centre was no longer available to the Charity and new options had to be identified and piloted through the year.

The pandemic affected people in so many ways and as we relaunched services it was necessary to allow services to settle and accept that numbers would fluctuate significantly whilst both guests and volunteers gained their confidence in coming back into face-to-face settings.

The new service model provided meaningful daytime activities and gave a true purpose and focus to guest's week, but likewise a sense of hope for the future and what can be achieved when you work together.



# OPERATIONAL HIGHLIGHTS

**As a consequence of the further national lockdown, SCL revised its service offering again to that of virtual creative workshops and football health & well-being sessions when outdoor sports were permitted.**

The virtual workshops implemented in January 2021 continued until the end of May and proved highly successful with our guests, in total for March – May we sent out 116 workshop parcels.

June 2020 saw the return of face to face socially distanced workshops alternating out of the Booth Hall at the David Wilson Foundation Centre, and St Mary de Castro Church. 16 guests attended the creative writing workshops and 14 the arts & crafts. We were also finally able to commence work on the long-awaited Speaking of Homelessness project, funded by the Arts Council.

The pilot workshops enabled SCL to explore delivery of smaller group sessions supporting both the creative arts and Speaking of Homelessness, an Arts Council funded project.

Based on our pilot sessions, in September 2021, we implemented a new model of service delivery across three days a week, focusing not only on activities but café sessions that enabled guests to spend time together, socialise and reduce isolation.

SoundCafe choir returned to rehearsals in September 2021 when Covid restrictions permitted singing by community choirs. The choir led by Emma Trounson, enabled the guests to create wonderful musical pieces together and was a fantastic opportunity that re-reinforced guests to believe in themselves and ‘find their voice’.

The return of face-to-face sessions provided an amazing opportunity to bring the SoundCafe family ‘back together again’, reducing the levels of isolation experienced by so many throughout the pandemic.

Throughout September – December 2021, we held a series of weekly workshops in support of the Speaking of Homelessness project, ‘an innovative skills development project, empowering people who are or who have been homeless, to create and perform high quality drama, poetry and song’. The activity-based workshops were led by Dragon Breath Theatre Company focusing on supporting the guests telling their story

Monday 13.00 – 15.00	SCL Cafe followed by choir 2–3pm.
Tuesday 11.00 – 13.00	Football Health & Well-Being at St Margaret’s Pastures
Wednesday 13.00 – 15.00	SCL Creative Workshops and Cafe

The overall guest attendances across our services for September – March 2022 (up to 9th March) **see figure 1.0**

In December 2021 we held a celebration of Christmas but with the challenge of the Covid variant Omicron we made the event socially distanced and invitation only for guests, supporters and volunteers both past and present, as a celebration of both what Christmas and SoundCafe was all about.

From January 2021 all services other than football health & well-being were transferred to St Mary de Castro Church, the new home for SoundCafe Leicester with all café and workshop sessions now held in this location. With St Mary de Castro now the ‘Home’ for SoundCafe all guests attending both choir and creative workshops have somewhere to identify with.

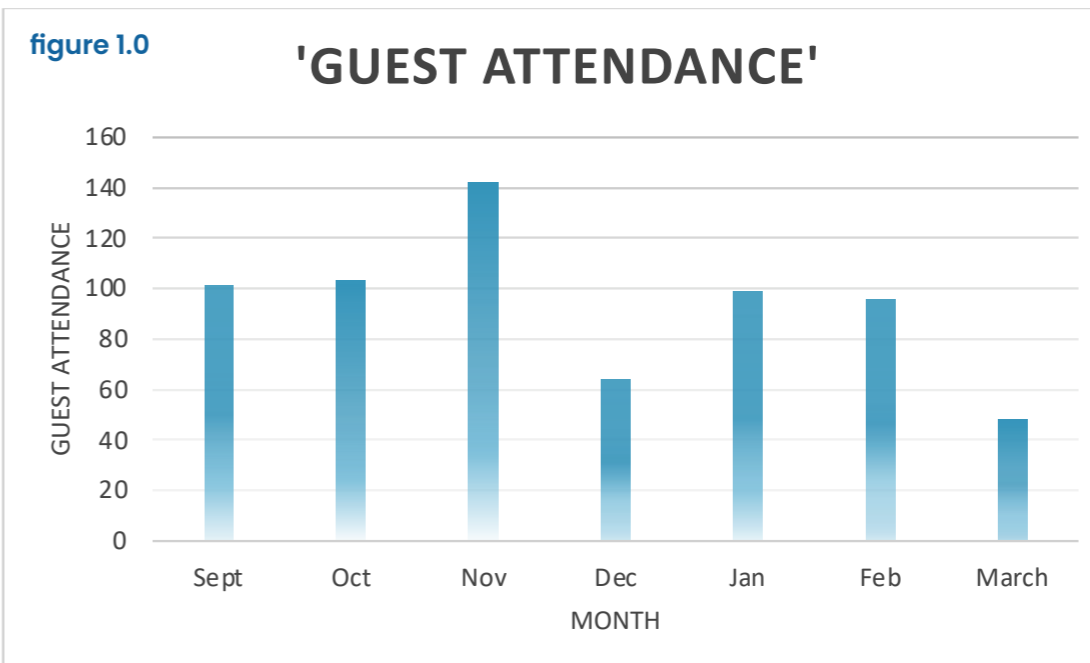
January 2021 saw the launch of our Creative Empowerment project sessions supported by a donation through Fine & Country Leicester. Our creative workshops on a Wednesday focused on delivering activities that empowered our

guests to believe in themselves; undertake new activities and skills development. Activities were based on guests’ suggestions and feedback as a consequence of the pilot workshops held the previous Summer. The new format of smaller groups meant that we could continue to ensure our guests were kept safe, for example, by continuing to maintain social distancing and wearing masks or visors.

Adaptability and creativity are at the heart of SCL’s ethos. One of the key learning points throughout the pandemic is ‘never underestimate what can be achieved with a little innovation, creativity and commitment’ this has been key to our success and continuity of support to our guests throughout the pandemic.

**Rachel Griffiths**  
Director

‘back together again’



# SOUNDCAFE FOXES

With the further Covid-19 restrictions, Football Health & Well-being sessions were finally able to resume from the 13th April 2021.

Strict social distancing rules were adhered to, keeping everyone safe. Although challenging at times, these sessions proved a lifeline to our players many of whom had not had any social interaction with others during the period the sessions were not able to be delivered. They adapted very well and due to the venue erecting a gazebo they were still able to enjoy their lunch together and reduce their feelings of isolation and encouraging team bonding.

In May 2021, SoundCafe Foxes Homeless Football team was launched at a Match Fit football tournament organised by Leicester City in the Community. It was the team's first tournament and whilst they enjoyed the experience, they also learnt about playing in a team and being part of a football community.

Given the nature of our players lives, different abilities, and characteristics a number of challenges had to be overcome through the year. Our thanks to the coaches at Leicester City in the Community who supported the guests and volunteers through this period.

The past year has been rewarding, challenging and a learning curve for everyone involved. New players have joined, and some have moved on to other teams more suited to their needs.

We look forward to seeing our players grow and develop as a team and hosting our first Football tournament in Summer 2022.

**Maria O'Brien**  
Service Co-ordinator



*Our new SoundCafe Foxes Football Strip*



*Health & Well-Being Lunch*

## KEEPING EVERYONE SAFE – SAFEGUARDING & PASTORAL CARE

At SoundCafe Leicester we are responsible for safeguarding our guests, volunteers and employees. We take this matter extremely seriously and ensure that everyone follows the guidelines at all times. Our policy is updated regularly so that everyone is aware of any changes. Issues that arise are reported to the director or the trustee responsible for safeguarding, records are kept and we liaise with the Diocese of Leicester where necessary. Finally, a report is made to the trustee board.

We recognise that everyone has different levels of vulnerability and that each of us may be regarded as vulnerable at some point in our lives.

This was particularly so during the Covid pandemic when our normal sessions were disrupted and changed so that we could still keep in contact with our guests. We also made sure that guests for whom we held a contact number received a regular call from a member of the pastoral team.

We now hold sessions with different activities on three days of the week and we are fortunate that the Samaritans are able to attend on one of the days.

Our working practices have been adapted to ensure that we offer the safe, welcoming creative space for which SoundCafe is known.

**Sandie Sobieraj**  
Trustee

## LOOKING AHEAD

SoundCafe has consistently adapted and changed throughout its 8 years to meet the needs of its guests. 2021/22 was no exception and the new model of delivery has been firmly embedded for the future.

What is important as we look ahead and reflect on where we have arrived, is to recognise the amazing talents within the guests of SCL and ensure that they continue to shape what we deliver and are at the centre of our work. The foundation work was undertaken in 2021/22 for our Speaking of Homelessness film which we are looking forward to launching and sharing across the broader community. The film is scheduled to be launched on the 24th June at the Community Hub, King Power Stadium and will then be available on our website to download. The project will also be available to schools from the Autumn of 2022. Importantly, this is the opportunity for our guests to share their own unique stories and experiences so we can all learn together.

Our fundamental challenge is not where or how we might develop but how we will fund what we hope to deliver. As the financial climate continues to worsen with growing inflation putting increasing pressure on the finances of companies and individuals SoundCafé, like all charities, is facing an extremely challenging time in raising the funding we need so we can deliver our various services. With the help of our sponsors and supporters we hope to be able to work in partnership with our guests for many years to come to enable them to realise their true potential and raise awareness of the challenges of homelessness. We hope to be able to continue to offer the welcome and hospitality that SoundCafe is known for and be there to support our guests as part of the SoundCafe family.

# FINANCIAL SUMMARY

In total, our income in the financial year to 9 March 2022 was £57,394. This was around 32% lower than the previous financial year but more than twice that of the financial year ending on 9 March 2020.

We are tremendously grateful to: the Friends of SoundCafe Leicester; those who have donated through the Parish Giving Scheme; those organisations which have given us grants; and those organisations and individuals who have donated money.

In the last financial year, we are particularly grateful to the following organisations:

- The D'Oyly Carte Charitable Trust;
- Fine and Country Foundation;
- Garfield Weston Foundation;
- Hamead Trust;
- The Henry Smith Charity;
- The Kirby Laing Foundation; and
- Leicester City Council Covid-safe Communities Fund.

Our expenditure for the year was **£57,051**.

Part of the increase in expenditure was associated with the delivery of Speaking of Homelessness, funded by the Arts Council. This accounted for **£5,297** of the increase in expenditure. We also spent more money on Football (**£1,800**) and also Fundraising and Media (**£1,568**). However, it should be noted that all the money spent on Football was money raised specifically for expenditure on Football (that is from restricted funds).

Also, a significant percentage of the expenditure on Fundraising and Media was also specifically

raised to fund our overall presence. The remaining increases broadly relate to salaries. This reflects both an increase in pay and an increase in the number of hours worked; the latter was required because of the enhanced service model delivered in this financial year.

Overall, the net result for the financial year is roughly in balance with a small excess of income over expenditure of **£343**. With the funds carried over from the previous year, the total assets carried forward on 10 March 2022 were **£92,021**. Of these funds, **£60,100** is classified as unrestricted and **£31,920** is classified as restricted.

In the last financial year, we managed to maintain our total assets carried forward. But income was down; and expenditure was up. So, the environment is more difficult and becoming increasingly so. In the financial year 2020/21, we took advantage of the generous grant/donation environment that accompanied the pandemic. But the current environment is much less generous in that regard. We are members of the Parish Giving Scheme, continue to bid for new monies and have employed an external Business Development Executive to run our local campaign in an attempt to raise annuity income from local businesses and benefactors.

It has been another year of great change, but we remain extremely thankful to all those who have helped us to support many of the most vulnerable in our society.

**Andrew Schofield**  
Treasurer



# FINANCIAL STATEMENTS

Receipts and Payment	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	Total Year rounded to nearest £
Donations from Individuals and Companies	26,629	7,165			33,794
Parish Giving Scheme	503	-			503
Growth Fund and Leicester Diocese Board of Finance	-	-			-
Friends of SoundCafe	1,701	-			1,701
Grants	7,500	13,038			20,538
HMRC Gift Aid	838	-			838
SoundCafe Events	-	-			-
Donations of CDs and Anthologies	-	-			-
Arts and Crafts	-	-			-
Other	20	-			20
<b>Total Income</b>	<b>37,191</b>	<b>20,203</b>			<b>57,394</b>

Payments	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	Total Year rounded to nearest £
Room Hire and Refreshments	270	140			410
Manager Salary, NIC, Payroll	25,763	-			25,763
Co-ordinator Salary, NIC, Payroll	6,633	635			7,268
Parking	260	-			260
Refreshments at Sessions	899	7,053			7,952
Art and Crafts	-	-			-
Choir	-	894			894
Football	-	2,365			2,365
ICT	423	711			1,134
Equipment	-	-			-
Stationary, Postage, Printing	-	-			-
Pastoral	-	-			-
Volunteers	-	-			-
Insurance	574	-			574
Fundraising, Media	3,202	1,792			4,994
Sundries	-	44			44
Bank Charges	96	-			96
Arts Council Project	-	5,297			5,297
<b>Total Expenditure</b>	<b>38,120</b>	<b>18,931</b>			<b>57,051</b>

Details	Amount
Income, 2021 -2022	57,393.99
Less Expenditure, 2021 - 2022	57,051.40
Balance Outstanding, 9 March 2022	342.59
Add Cash Brought Forward at 10 March 2021	91,678.85
<b>Total Cash to Carry Forward, 10 March 2022</b>	<b>92,021.44</b>

Details	Amount
CAF Bank Balance, 9 March 2022	89,479.90
Co-op Bank Ltd Balance, 9 March 2022	2,444.64
Petty Cash, Held by Trustee, 9 March 2022	38.07
Petty Cash, Held by Director, 9 March 2022	58.83
<b>Total Funds Carried Forward, 10 March 2022</b>	<b>92,021.44</b>

Details	Amount
Restricted Funds Brought Forward, 10 March 2021	30,648.75
Restricted Funds Income, 2021 - 2022	20,203.00
<b>Total Restricted Funds</b>	<b>50,851.75</b>
Less Restricted Funds Expenditure, 2021 - 2022	18,931.30
<b>Restricted Funds Carried Forward 10 March 2022</b>	<b>31,920.45</b>

Details	Amount
Unrestricted Funds Brought Forward, 10 March 2021	61,030.10
Unrestricted Funds Income, 2021 - 2022	37,190.99
<b>Total Unrestricted Funds</b>	<b>98,221.09</b>
Less Unrestricted Funds Expenditure, 2021 - 2022	38,120.10
<b>Unrestricted Funds Carried Forward 10 March 2022</b>	<b>60,100.99</b>

All Restricted Funds are held at CAF Bank.



*Creative writing table*

# FINANCIAL STATEMENT SUPPORTING NOTES

**Notes to accompany the Financial Report, 10 March 2021 to 9 March 2022**

**Presented to the Trustees of SoundCafe Leicester on 27th September 2022.**

A total of £57,394 was received in the 12 months from 10 March 2021 to 9 March 2022 and a total of £57,051 was paid out.

The net result was a small excess of receipts over payments of £345. With the funds carried over from the previous year, the total assets carried forward on 10 March 2022 were £92,021.

Of these funds, £60,101 is classified as unrestricted and £31,920 is classified as restricted.

The accounts have been prepared on a payments and receipts basis as required by the Charity Commission for a charity the size of SoundCafe Leicester.

### **Funding**

SoundCafe Leicester received £503 from the Parish Giving Scheme.

### **Reserve Policy**

The charity maintains a balance on unrestricted funds of four months' operating costs. This was reviewed in 2019 and is £14,000.

### **Investment Policy**

All money is held in instant access accounts.

### **Trustee Remuneration and Related-Party Transactions**

No member of the Trustee Board received any remuneration or travel costs during the year. No trustee or any person related to them had any personal interest in any transaction entered into by the charity during the year.

### **Assets**

SoundCafe Leicester owns no land, buildings, furniture, investments or trading stock. It owns a small amount of equipment necessary for the running of the charity but this has little financial value and is treated as expenditure in the year of purchase.

### **Volunteers**

At the moment, we do not repay the expenses of volunteers, helpers or Samaritans.

# SCL GOVERNANCE FRAMEWORK

SCL is governed through a Trustee Board and underpinned by an Operations Group that addresses operational service delivery.

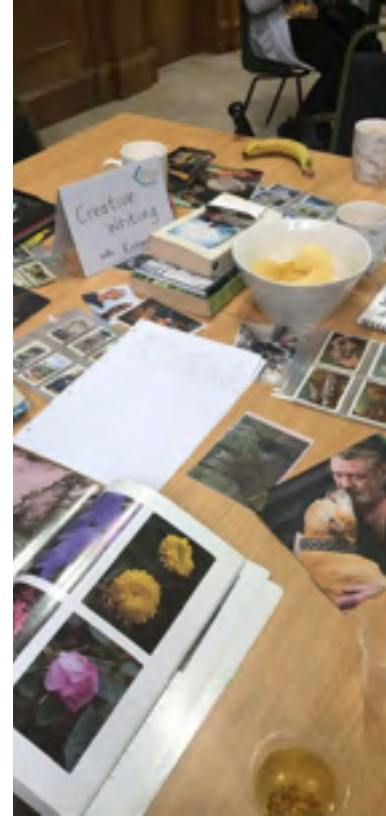
The Trustee Board members and roles are outlined below:

Role	Scope of
<p><b>Chair</b> <b>Alan Fletcher</b></p> <p>Appointed as chair <b>1st March 2021</b></p>	<p>Lead the Trustee Board in ensuring the effective performance of its' governance, ensuring there is an effective relationship between the Board and SCL staff, volunteers and stakeholders. Lead on the assessment of SCL's corporate and operational risks; and ensuring risk is appropriately assessed and mitigated where appropriate.</p> <p>Chair Trustee meetings so that the Board functions effectively and carries out its duties; and the finances of SCL are systematically accounted for, audited, independently examined and publicly available.</p>
<p><b>Co-Chair</b> <b>Stephen Barney</b></p> <p>Appointed <b>November 2021</b></p>	<p>Deputising for the Chair at meetings and events and acting as a representative of SCL on other bodies. Bring particular key qualities to the Committee in respect of SCL and representing the needs of the guests.</p>
<p><b>Treasurer</b> <b>Andrew Schofield</b></p> <p>Appointed <b>September 2020</b></p>	<p>Overseeing SCL's financial reporting; planning and management; agreeing targets and evaluating performance against them. Exercise financial controls in order to ensure the financial stability of the Charity and to scrutinise and challenge the trustees in planning, advising on financial matters, overseeing strategy on development matters.</p>
<p><b>Business Management</b> <b>Pete Miller</b></p> <p>Appointed <b>March 2019</b></p>	<p>Providing a business perspective to the board, networking with local businesses to encourage further support – both financial and practical. Promoting SCL's use of social media to actively engage with its public and the business community.</p>
<p><b>Pastoral</b> <b>Sandie Sobieraj</b></p> <p>Appointed <b>March 2015</b></p>	<p>Lead on SCL's guest pastoral support, specifically addressing:</p> <ul style="list-style-type: none"> <li>• An awareness and appreciation of guests' needs.</li> <li>• Supporting volunteers in their pastoral care of guests.</li> <li>• Nurturing by empowering guests to seek assistance and achieve their potential.</li> <li>• Ensuring the Trustee Board is aware of the key issues and how SCL can develop to address the needs of guests.</li> <li>• Liaise with SCL's Director on all matters relating to Safeguarding.</li> </ul>

Role	Scope of
<p>Operational Delivery/ Health &amp; Well-Being</p> <p><b>Ruth Olugbenga</b> Appointed <b>September 2020</b></p> <p><b>Funmi Adenle</b> Appointed <b>September 2020</b></p>	<p>Ensuring SCL meets the health &amp; well-being need of guests and appropriately measures the outcome of its services and projects. Ensuring feedback shapes future service delivery. Advise on specific operational issues and policies that may affect SCL service delivery. Ensure the Trustee Board are aware of any key risk issues and impact for SCL. Provide a Trustee interface to the Operational Management Group.</p>

Two part-time staff are employed: Director (0.6wte) and a Service Co-ordinator (0.3wte).





**THANK YOU**

**SOUNDCAFE LEICESTER**

England & Wales - Charity number 1162987

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# Accounts

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# ANNUAL REPORT 2020/21







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SoundCafe Leicester  
 c/o St Martins House,  
 7 Peacock Lane,  
 Leicester LE1 5PZ  
[soundcafe.org.uk](http://soundcafe.org.uk)



# INTRODUCTION

Our charity has adapted and grown over the last year. We overcame the challenges presented by Covid-19 to continue to serve our guests effectively. I would like to thank everyone who believed in SoundCafe's mission and funded us as we developed our service. This includes the National Lottery, Leicester & Rutland Community Foundation, Leicester City Council and a number of others.

I would also like to extend the sincere thanks of the whole organisation to our two retiring Trustee Board members, Roz Burch and Geof Pearce.

Roz retires as SoundCafe's Chair. She steered the initial working group through the complex process of achieving charitable status and enabled SoundCafe to start to realise its full potential in improving the lives of our guests. Roz leaves behind a ground-breaking charity that helps people who are homeless to discover new talents and self-worth. She has helped to guide a charity that is confident in its delivery, strategic planning, and governance. That is remarkable given the circumstances and times we are living in.

Geof led on Operational Delivery and used his significant Health & Safety expertise to ensure that SoundCafe's sessions ran safely. We were only given permission to pilot our activities in St Martin's House because Geof's input ensured rigorous assessments of our activities were made and all risks mitigated. His professionalism has provided assurance to our partners, which has helped the charity to grow.

We look forward to the future with hope. Services will be delivered to smaller groups, three days a week. The Speaking of Homelessness project is running over the summer. It will showcase the experience of those who have been homeless. This will enable us to share our work more effectively and clearly demonstrate the difference we make in supporting the transformation of guests' lives in often small, but always significant ways.

*A. K. Fletcher*

**ALAN FLETCHER**

*Chair of Trustees*

## 1. Strategic Highlights

1.1. March 2020 saw the impact of Covid-19 and the first national lockdown in the United Kingdom that had a wide-reaching impact across all communities not least of which Leicester City which remained in lockdown beyond the national timescales due to the prevalence of the disease. The pandemic has challenged society on all fronts and adapting future service delivery models to 'living with the virus' has been essential to survival.

1.2. SoundCafe Leicester (SCL) was originally developed to provide a 'safe, creative space' that would involve singing and music. In September 2020, SCL's Trustee Board revised SCL's mission to reflect the experience and understanding of the pandemic and the need to adapt SCL's service delivery model to delivering multiple safe creative spaces for smaller numbers of guests, thereby mitigating the risk factors associated with the spread of Covid-19.

1.3. SCL mission was revised as follows:

*SoundCafe (SCL) aims to inspire those who are homeless\* or socially isolated by providing safe creative spaces. SCL offers opportunities for guests to access services that encourage their physical, emotional and spiritual well-being. We are a diverse and inclusive community who are learning to reflect on our experiences, that through this, personal lives may be transformed and empowered.*

1.4. In developing the above mission, consideration was given to:

- 'safe creative' is paramount
- we needed to address vulnerability
- be clear on what we are not i.e. we are not there to support those with substance misuse or mental health where this is the primary focus. We will support those who are homeless where substance misuse is also a factor but not the primary issue.
- provide safe creative spaces regularly for people who are homeless, have experienced homelessness, are at risk of homelessness or are socially isolated to enable them to explore their own creativity.
- provide a sense of 'belonging' for all
- facilitate guests in 'finding their voice' and ensuring that it is heard.
- build, develop and sustain partnerships which enable collaboration on projects.
- develop the creative arts through designated workshops to give greater opportunity for 'finding a voice'
- ensure that the 'SCL voice' is heard and promotes the work undertaken at different forums and events

## 2. Operational Highlights

2.1. With the pandemic and the closure of face-to-face services on the 17th March 2020, SCL focused on key support activities namely:

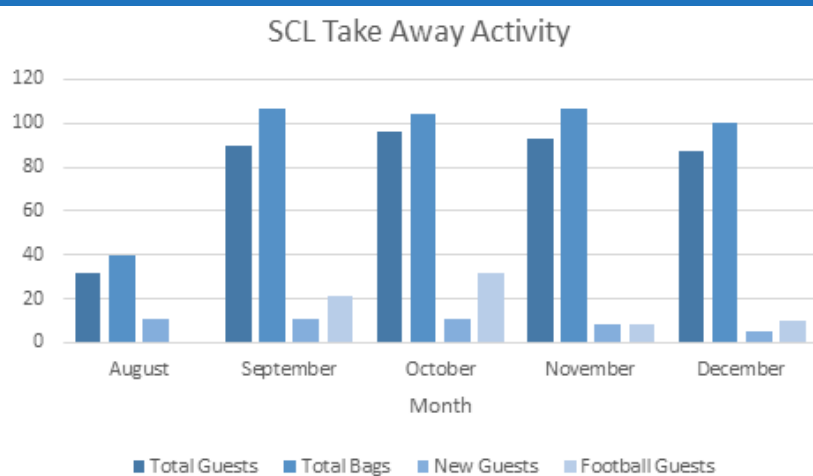
- identifying and addressing priority work packages to redesign services; facilitate communication throughout the pandemic and look at creative ways to both support guests and source funding to enable this.
- the necessary support to volunteers during the coronavirus outbreak. It was recognised that many of the volunteers were themselves isolated and SCL introduced a weekly newsletter to maintain contact and share information.
- the need to take the opportunity to progress key development projects that would underpin the future sustainability of the charity
- the essential requirement to develop and progress bids for future funding

2.2. All of this was underpinned by the development of a Communication Plan. Our thanks to Rory Palmer who volunteered during the pandemic in support of a number of charitable activities.



2.3. With the ongoing impact of Covid-19 we introduced the SoundCafe to Take Away in August 2020 providing an activity within a takeaway bag containing creative activities, resources like face masks, support information and a snack. Pastoral support was offered at the point of collection. The takeaway project enabled SCL to provide face-to-face support and use the opportunity to get both guest and volunteer feedback on how to shape the future provision of SCL services in a post-pandemic environment.

2.4. The takeaway was made possible with funding support secured through both the National Lottery Community Fund and the Leicestershire and Rutland Community Foundation Coronavirus Support Fund. The service was originally planned for 8 weeks and because of the ongoing lockdown in Leicester continued until December 2020.



2.5. The takeaway was complemented by a pastoral telephone service run by SCL pastoral volunteers. Increasing numbers of guests opted to receive a telephone call to check on how they were doing and to reduce isolation through the series of lockdowns that were maintained across Leicester City.

2.6. September 2020 saw the launch of our Football Health and Well-Being workshops in partnership with Leicester City in the Community. The first sessions were undertaken in October 2019 as a pilot with just an hour of play in an evening. The sessions proved so successful that we revised the model during the pandemic to focus more broadly on health and well-being incorporating warm-up exercise sessions; non-contact play; and then followed by time for a socially distanced lunch.

2.7 Due to the success of this model, football health & well-being workshops have now been integrated into our core offer. The workshops provide a new focus and fitness activity for those on the fringes of society who cannot otherwise access sporting & fitness opportunities. Funding was secured from Leicestershire & Rutland Community Foundation and Gift of a Wish, Vichai Srivaddhanaprabha Foundation which enabled us to provide the players with a full training kit including boots and an away kit, as well as financing venue hire and refreshments.

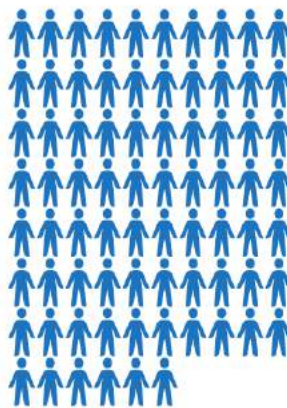
2.8. The sessions also support guests finding a voice through a supportive team spirit, commitment to attend and communicating through playing a sport as part of a team. Working in partnership with the venue, St Margaret's Pastures on St Margaret's Way, has proved very successful and the players were given Christmas goodie bags donated by other users of the venue.

2.9. Services were constantly adapted throughout the last year and whilst face-to-face creative workshops were planned from January 2021 a further national lockdown resulted in the launch of SCL Virtual Creative Workshops. Materials were posted out to guests to provide arts, crafts and creative writing activities. Spiritual well-being has been added to the future options available to guests. All this was made possible by a further grant through the Leicestershire and Rutland Community Foundation and the Leicester City Council Covid Safe Communities Fund administered through Voluntary Action LeicesterShire (VAL).



# SoundCafe in numbers

## In four months of lockdown SoundCafe Leicester has ...



welcomed  
76 players  
to football  
health &  
wellbeing  
sessions



posted out  **186**  
virtual workshop packs



distributed 458 takeaway bags

**270** pastoral calls made   
soundcafe.org.uk



### 3. Looking Ahead

3.1. SCL has sustained service delivery through challenging times with the amazing support of its volunteers and grant donors. The future model for service delivery focuses on smaller activity-based events over three days of the week.

3.2. A key change is that SoundCafe can no longer access the Grand Hall at St. Martins House and will be focusing its future provision through alternative venues, including the Booth Hall, David Wilson Foundation Centre and St. Mary de Castro Church, which will become the new 'home' for SCL.

3.4. SoundCafe choir is scheduled to return on Monday afternoons from September 2021 at St. Mary de Castro Church.

3.5. Our Speaking of Homelessness project which was originally due for completion in November 2020 has now been extended to June 2022 with the ongoing support and funding through the Arts Council. This is now launching as an artistic film production with the first workshops now scheduled for July 2021. This will provide a fantastic opportunity for our guests as they return to share not only their lived experience of homelessness, but living through the challenges of the pandemic.

3.6. Whilst none of us can know how 2021/22 will unfold post the pandemic, we know that with our guests, volunteers and supporters SoundCafe has an exciting future ahead. SoundCafe is not just about service provision but about supporting the transformation of the lives of our guests.

**Rachel Griffiths, Director**

## 4. Our Team and Our Supporters

4.1. 2 part-time members of paid staff, 21 volunteers – 8 available during the pandemic, and 5 trustees.

4.2. SoundCafe's Patrons are the Bishop of Leicester, the Rt Rev Martyn Snow, Mrs Janet Arthur, and Cllr Manjula Sood.

4.3. Other SoundCafe supporters include The Diocese of Leicester, West Leicester Mission Partnership, St. Martins House Conference Centre, Leicester Cathedral, and The Samaritans.



# FINANCIAL SUMMARY

In total, our income in the financial year to 9 March 2021 was £84,220. This is more than a threefold increase over the previous financial year (£25,967). We are tremendously grateful to: the Friends of SoundCafe Leicester; the Leicester Diocesan Board of Finance; those organisations which have given us grants; and those organisations and individuals who have donated money.

In terms of grants, the availability of designated monies to support organisations as they find new ways of working through the pandemic has been invaluable. In the last financial year, we have received support from:

- the Arts Council
- the Comic Relief Community Fund (England)
- the Coronavirus Community Support Fund, distributed by the National Lottery Community Fund
- the Henry Smith Foundation
- Leicester City Council COVID Safe Communities Fund
- the Leicestershire & Rutland Community Foundation
- Paragon Banking Group PLC
- the Sylvia Waddilove Foundation UK
- the Vichai Srivaddhanaprabha Foundation, "Gift of a Wish Campaign"

Thank you to the Government for the support granted through the Coronavirus Community Support Fund, distributed by the National Lottery Community Fund. Due to the pandemic, our business model has changed several times. The grants and donations have been used to fund specific projects, the take-away service, the virtual workshops and football health and well-being sessions.

Reflecting this, our expenditure for the year was £44,416. This is an 18% increase on the previous financial year. Due to the pandemic and the revised business model, there has been a move away from a main large session to multiple smaller activity-based workshops. Spending on equipment has gone up; this was principally associated with the purchase of equipment items for the take-away service. Employment costs have risen due in part to the utilisation of professional advisers and the use of a PR company to help support the future sustainability and ongoing development of the charity. Where possible, in the future, it is hoped to increasingly seek professional support through the appointment of Associates and suitably experienced Trustees.

Overall, the net result for the financial year is extraordinary with an excess of receipts over payments of £39,805. With the funds carried over from the previous year, the total assets carried forward on 10 March 2021 were £91,679. Of these funds, £61,030 is classified as unrestricted and £30,649 is classified as restricted.

Looking forward, we acknowledge that the financial year ending 9 March 2021 was an extraordinary one with some grants being made available due to the pandemic which would not otherwise be available. We have therefore adapted our bid model to target key service areas for example, music, sport and arts and crafts.

In addition, we became a member of the Parish Giving Scheme with a view to being able to raise revenues through this route. However, we recognise that the current pandemic has had a large impact on the money-raising efforts of churches. Finally, we have continued our local campaign to raise annuity income from local businesses and benefactors.

In many different ways, it has been an unprecedented year and we are extremely thankful to all those who have helped us to support many of the most vulnerable in our society.



# FINANCIAL STATEMENTS

For the year 10 March 2020 - 9 March 2021

Receipts and Payment Account	Unrestricted Funds	Restricted Funds	Designated Funds	Endowment Funds	Total Year (Rounded)
<b>Receipts</b>					
Donations from Individuals and Companies	16,440	2,050			18,490
Growth Fund and Leicester Diocese Board of Finance	7,500	6,630			14,130
Friends of SoundCafe	2,146	-			2,146
Grants	11,000	38,189			49,189
HMRC Gift Aid	251	-			251
SoundCafe Events	-	-			-
Donations of CDs and Anthologies	-	-			-
Arts and Crafts	-	-			-
Other	14	-			14
<b>Total Income</b>	<b>37,351</b>	<b>46,869</b>			<b>84,220</b>
<b>Payments</b>					
Room Hire and Refreshments	500	-			500
Manager Salary, NIC, Payroll	10,808	10,986			21,794
Co-ordinator Salary, NIC, Payroll	5,137	769			5,906
Parking	85	65			150
Replacement Lead	-	-			-
Refreshments at Sessions	55	7,460			7,515
Art and Crafts	-	-			-
Choir	260	-			260
Football	0	565			565
ICT	1,042	-			1,042
Equipment	0	1,918			1,918
Stationary, Postage, Printing	63	-			63
Pastoral	-	-			-
Volunteers	30	-			30
Insurance	546	-			546
Fundraising, Media	2,612	814			3,426
Sundries	634	-			634
Bank Charges	66	-			66
<b>Total Expenditure</b>	<b>21,839</b>	<b>22,577</b>			<b>44,416</b>

Details	Amount
Income, 2020 - 2021	84,220.15
Less Expenditure, 2020 - 2021	44,415.65
Balance Outstanding, 9 March 2021	39,804.50
Add Cash Brought Forward at 10 March 2020	51,874.35
<b>Total Cash to Carry Forward, 10 March 2021</b>	<b>91,678.85</b>
<b>Details</b>	
CAF Bank Balance, 9 March 2021	89,443.36
Co-op Bank Ltd Balance, 9 March 2021	2,169.82
Petty Cash, Held by Trustee, 9 March 2021	35.84
Petty Cash, Held by Director, 9 March 2021	29.83
<b>Total Funds Carried Forward, 10 March 2021</b>	<b>91,678.85</b>
<b>Details</b>	
Restricted Funds Brought Forward, 10 March 2020	4,356.30
Restricted Funds Income, 2020 - 2021	46,869.00
<b>Total Restricted Funds</b>	<b>51,225.30</b>
Less Restricted Funds Expenditure, 2020 - 2021	22,576.55
Plus contribution from SoundCafe Leicester	2,000.00
<b>Restricted Funds Carried Forward 10 March 2021</b>	<b>30,648.75</b>
<b>Details</b>	
Unrestricted Funds Brought Forward, 10 March 2020	47,518.05
Unrestricted Funds Income, 2020 - 2021	37,351.15
<b>Total Unrestricted Funds</b>	<b>84,869.20</b>
Less Unrestricted Funds Expenditure, 2020 - 2021	21,839.10
Less contribution from SoundCafe Leicester	2,000.00
<b>Unrestricted Funds Carried Forward 10 March 2021</b>	<b>61,030.10</b>
All Restricted Funds are held at CAF Bank.	



## Notes to Financial Statements

Presented to the Trustees of SoundCafe Leicester on 11th August 2021

A total of £84,220 was received in the 12 months from 10 March 2020 to 9 March 2021 and a total of £44,416 was paid out.

The net result was an excess of receipts over payments of £39,805. With the funds carried over from previous year, the total assets carried forward on 10 March 2021 were £91,679.

Of these funds, £61,030 is classified as unrestricted and £30,649 is classified as restricted.

The accounts have been prepared on a payments and receipts basis as required by the Charity Commission for a charity the size of SoundCafe Leicester.

### Funding

SoundCafe Leicester was fortunate to receive a fifth year of Tier 2 funding and an additional donation from the Leicester Diocese Board of Finance. SoundCafe Leicester received no income from the Parish Giving Scheme.

### Reserve Policy

The charity maintains a balance on unrestricted funds of four months' operating costs. This was reviewed in 2019 and is £14,000.

### Investment Policy

All money is held in instant access accounts.



## **Trustee Remuneration and Related-Party Transactions**

No member of the Trustee Board received any remuneration or travel costs during the year. No trustee or any person related to them had any personal interest in any transaction entered into by the charity during the year.

## **Assets**

SoundCafe Leicester owns no land, buildings, furniture, investments or trading stock. It owns a small amount of equipment necessary for the running of the charity but this has little financial value and is treated as expenditure in the year of purchase.

## **Volunteers**

At the moment, we do not repay the expenses of volunteers, helpers or Samaritans.



# SCL GOVERNANCE FRAMEWORK

SCL is governed through a Trustee Board and underpinned by an Operations Group that addresses operational service delivery. The Trustee Board members and roles at 1st March 2021 are outlined below:

Role	Scope of Role
<p><b>Chair</b> Alan Fletcher</p> <p>Appointed 1st March 2021</p>	<p>Lead the Trustee Board in ensuring the effective performance of its governance, ensuring there is an effective relationship between the Board and SCL staff, volunteers and stakeholders. Lead on the assessment of SCL's corporate and operational risks; and ensuring risk is appropriately assessed and mitigated where appropriate.</p> <p>Chair Trustee meetings so that the Board functions effectively and carries out its duties; and the finances of SCL are systematically accounted for, audited, independently examined and publicly available.</p>
<p><b>Treasurer</b> Andrew Schofield</p> <p>Appointed September 2020</p>	<p>Overseeing SCL's financial reporting; planning and management; agreeing targets and evaluating performance against them. Exercise financial controls in order to ensure the financial stability of the Charity and to scrutinise and challenge the trustees in planning, advising on financial matters, overseeing strategy on development matters.</p>
<p><b>Business Management</b> Pete Miller</p>	<p>Providing a business perspective to the board, networking with local businesses to encourage further support – both financial and practical. Promoting SCL's use of social media to actively engage with its public and the business community.</p>

Role	Scope of Role
<b>Pastoral</b> Sandie Sobieraj	Lead on SCL's guest pastoral support, specifically addressing: <ul style="list-style-type: none"> <li>• An awareness and appreciation of guests needs</li> <li>• Supporting volunteers in their pastoral care of guests</li> <li>• Nurturing by empowering guests to seek assistance and achieve their potential</li> <li>• Ensuring the Trustee Board are aware of the key issues and how SCL can develop to address the needs of guests.</li> </ul>
<b>Operational Delivery/ Health &amp; Well-Being</b> Ruth Olugbenga  Appointed September 2020	Ensuring SCL meets the health & well-being needs of guests and appropriately measures the outcome of its services and projects. Ensuring feedback shapes future service delivery. Advise on specific operational issues and policies that may affect SCL service delivery. Ensure the Trustee Board are aware of any key risk issues and impact for SCL. Provide a Trustee interface to the Operational Management Group.

Two Trustees stepped down at the February 2021 Trustee board as detailed below:

Role	Scope of Role
<b>Chair - (BMO Lead)</b> Rosamunde Burch	Chair of Trustees and BMO lead.  Roz retains the BMO lead role and continues as a volunteer with SCL.
<b>Health &amp; Safety Operational</b> Geof Pearce	Responsibility for ensuring SCL adheres to appropriate health & safety legislation; advise on specific safety and operational issues that may affect SCL sessions and performances/events.  Geof continues as a volunteer with SCL

- Two part-time staff are employed: Director (0.6wte) and a Service Co-ordinator (0.3wte).
- 22 volunteers are registered with SCL, but available numbers through covid have been reduced to 8.
- SCL uses independent service contractors for the provision of expert advice and support as demonstrated in the organisation structure below:

# SOUNDCAFE LEICESTER ORGANISATION CHART



# INDEPENDENT AUDITOR'S REPORT



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  
SoundCafe Leicester

On accounts for the year  
ended

9<sup>th</sup> March 2021

Charity no  
(if any) 1162987

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 year ended 2020/21.

Responsibilities and  
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the 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:

Date:

2/8/2021

Name:

Paul Stothard FCA

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

ICAEW

Address:

c/o St Martin's House, 7, Peacock Lane, Leicester. LE1 5PZ

