



# 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

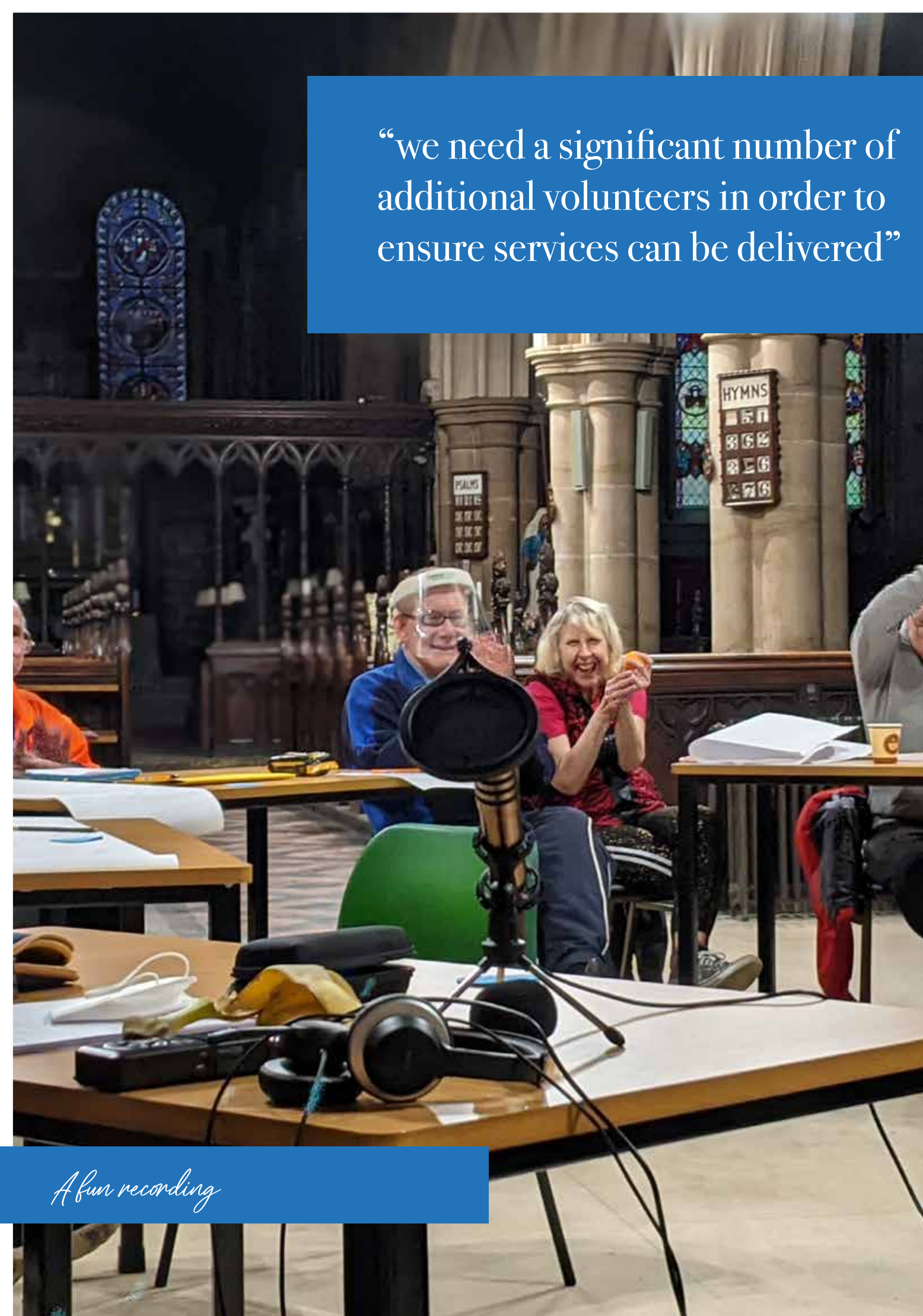
work was done last year to produce a powerful short film which was released to great acclaim on 24 June 2022 at the Community Hub, King Power Stadium. The film is available on our website to download and was made available to schools from the Autumn of 2022. There was also, on 1 March 2023, an evening 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”





# 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.



*New football strip*

**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*

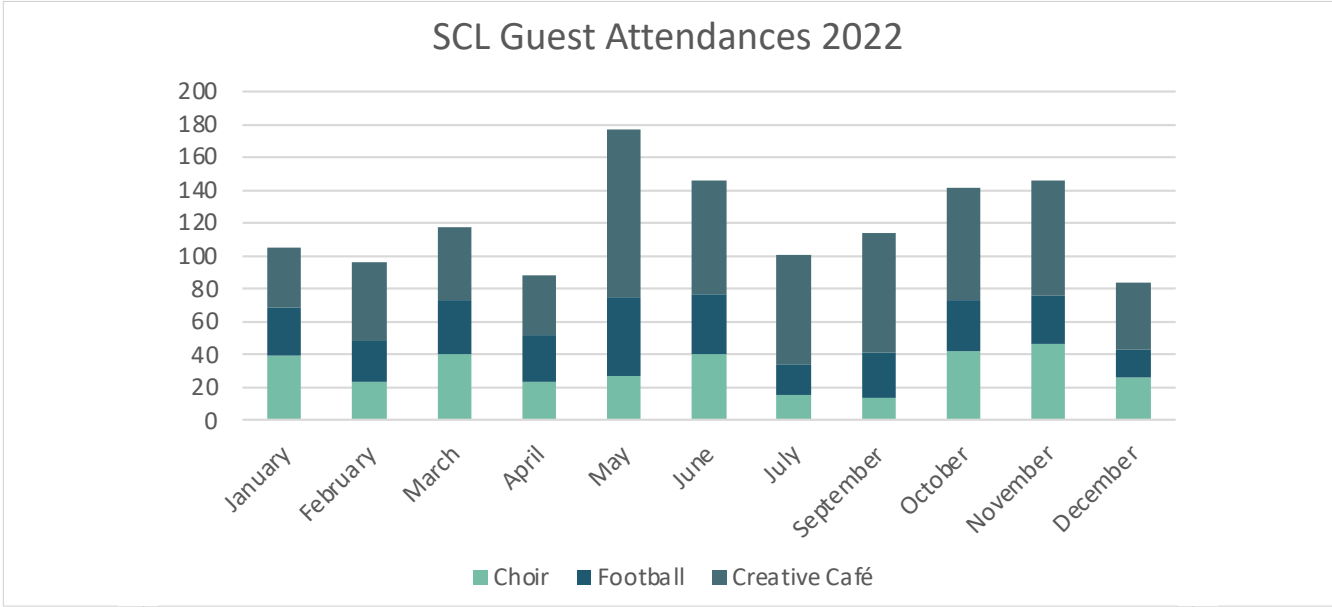
*Launch Night Singing*



**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 ensued 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.

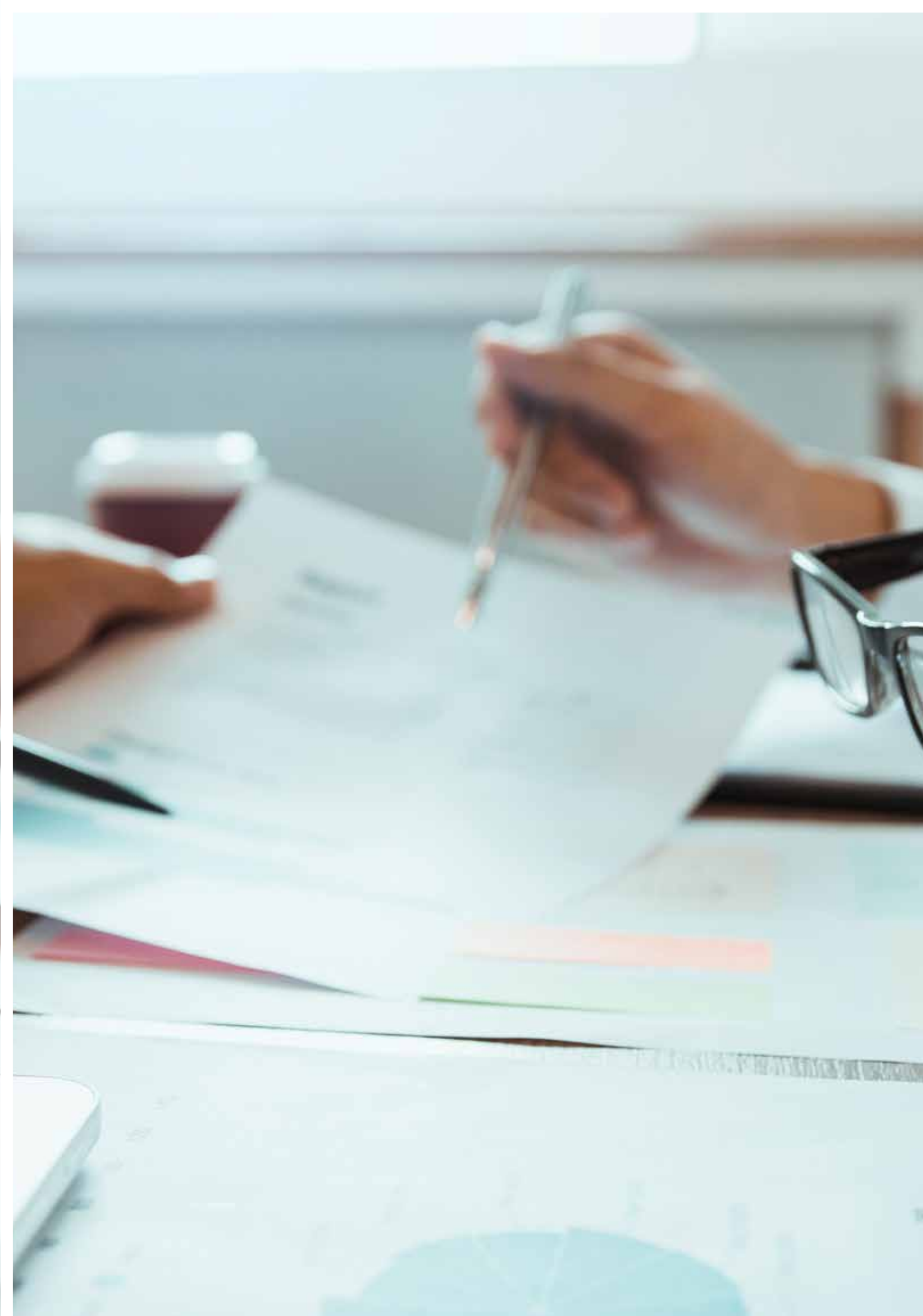
We also are grateful to have been gifted a Legacy of £10,000 in the year.

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
Total Income	19,959	7,977	27,936	57,394

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
Total Expenditure	41,271	26,216	67,487	57,051
Net ( expenditure ) / income	21,312	18,239	39,551	342

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
Total Funds carried forward at 9 March 2023	52,470

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
Total Bank and Cash held at 9 March 2023	52,470

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

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

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
<div>Chair</div> <div>Alan Fletcher</div> <div>Appointed as chair</div> <div>1st March 2021</div>	<div>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.</div> <div>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.</div>
<div>Co-Chair</div> <div>Vacant</div>	<div>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.</div>
<div>Trustee Secretariat</div> <div>Eileen Coombs</div> <div>Appointed</div> <div>February 2023 – June 2023</div>	<div>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.</div>
<div>Treasurer</div> <div>Lisa Parkes</div> <div>Appointed</div> <div>Appointed September 2022</div>	<div>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.</div>
<div>Business Management</div> <div>Pete Miller</div>	<div>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.</div>

Role	Scope of
<div>Pastoral</div> <div>Sandie Sobieraj</div> <div>Appointed</div> <div>March 2015</div>	<div>Lead on SCL’s guest pastoral support, specifically addressing:</div> <div><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></div>
<div>Social Media</div> <div>Lucy Collins</div> <div>Appointed</div> <div>January 2023</div>	<div>Advising on the social media format and communications for the charity</div>
<div>Creative Marketing/ Business</div> <div>Julie-Ann Heath</div> <div>Appointed</div> <div>September 2022 – April 2023</div>	<div>Supporting SCL’s creative development, marketing and business specifically:</div> <div><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></div>
<div>Operational Delivery/ Health &amp; Well-Being</div> <div>Vacant</div>	<div>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.</div>
<div>In year changes in Trustee Board Members</div>	<div>Ruth Olugbenga appointed September 2020 – July 2022</div> <div>Stephen Barney appointed November 2021 – July 2022</div> <div>Funmi Adenle appointed November 2021 – July 2022</div> <div>Andrew Schofield appointed November 2020 – August 2022</div>

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





**THANK YOU**