

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 August 2020  
for  
THE ASSOCIATION OF SOUND DESIGNERS

KBSP Partners LLP  
Chartered Accountants  
Harben House  
Harben Parade  
Finchley Road  
LONDON  
NW3 6LH

THE ASSOCIATION OF SOUND DESIGNERS

Contents of the Financial Statements  
FOR THE YEAR ENDED 31 AUGUST 2020

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# THE ASSOCIATION OF SOUND DESIGNERS

## Report of the Trustees FOR THE YEAR ENDED 31 AUGUST 2020

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The trustees present their report with the financial statements of the charity for the year ended 31 August 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

The objects of the Association of Sound Designers are the advancement of education and the advancement of the arts, and in particular to promote and raise standards, and provide education, training, professional know-how and development to students, graduates, emerging and established professionals in the art, skills and technology of sound design and live performance.

Part of our activity is to represent the interests of sound designers and other sound professionals working and studying in the UK theatre sound industry. Our function is to connect the widely dispersed sound design community, to educate and promote high standards. Alongside this the Association of Sound Designers promotes the development of future professionals into the industry providing training, networking and access to resources allowing both career and skills development.

#### Public benefit

The Trustees affirm that the advancement of the Association's objectives through the activities it undertakes do provide a benefit to the public as defined in the Charities Act 2011.

### ACHIEVEMENT AND PERFORMANCE

#### Charitable activities

The Trustees consider that the Association of Sound Designers is successfully pursuing its objects.

### FINANCIAL REVIEW

#### Financial position

The Association remains in good financial health, having achieved a surplus of £14,686 during the year, with reserve funds of £35,598 at the year end.

#### Investment policy and objectives

The Trustees have the power to make financial investments, it does not however currently engage in financial investments of any kind.

#### Reserves policy

The trustees regularly reviews the levels of cash reserves that the Association holds and makes projections for the coming financial years, so that any necessary financial planning actions can be taken in a prudent, timely manner.

### FUTURE PLANS

The Trustees will continue to ensure that the Association fulfils its objects faithfully.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The Association of Sound Designers is a Charitable Incorporated Organisation (Registered Charity No. 1165633), governed by its Constitution, which was last approved prior to registration on 2nd February 2016.

#### Recruitment and appointment of new trustees

The Trustees are appointed each year at the Annual General Meeting. The trustees meet at regular intervals.

#### Risk management

The Trustees have a duty to identify risks that the Association may be exposed to and are satisfied that appropriate controls are in place, i.e. that any such risks are discussed at Trustee Meetings.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Charity number

1165633

THE ASSOCIATION OF SOUND DESIGNERS

Report of the Trustees  
FOR THE YEAR ENDED 31 AUGUST 2020

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Principal address

56 Park Road  
Woking  
Surrey  
GU22 7DB

Trustees

DJ Bilkey (resigned 30.4.2021)  
D Wharton (resigned 30.6.2020)  
P J Wright (resigned 30.4.2021)  
Ms B Blackler  
Ms M Wilson  
L Gibson  
S R Vincent (appointed 30.4.2021)  
Ms V Hill (appointed 30.4.2021)  
R A Bettle (appointed 30.6.2020)

None of the Trustees have any financial interest in the Association. All of the trustees give their time voluntarily and receive no payments from the Association.

If the Charitable Incorporation Organisation is wound up, the members of the Association have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

Independent Examiner

Trevor Berkley FCA  
KBSP Partners LLP  
Chartered Accountants  
Harben House  
Harben Parade  
Finchley Road  
LONDON  
NW3 6LH

Approved by order of the board of trustees on 29/07/2021 ..... and signed on its behalf by:



.....  
L Gibson - Trustee

Independent Examiner's Report to the Trustees of  
The Association of Sound Designers

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Independent examiner's report to the trustees of The Association of Sound Designers

I report to the charity trustees on my examination of the accounts of The Association of Sound Designers (the Trust) for the year ended 31 August 2020.

**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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Trevor Berkley FCA  
KBSP Partners LLP  
Chartered Accountants  
Harben House  
Harben Parade  
Finchley Road  
LONDON  
NW3 6LH

Date: 30 July 2021

THE ASSOCIATION OF SOUND DESIGNERS

Statement of Financial Activities  
FOR THE YEAR ENDED 31 AUGUST 2020

		2020 Unrestricted fund £	2019 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		59,871	58,079
EXPENDITURE ON			
Raising funds		4,784	6,430
Charitable activities			
Magazine production costs		3,224	5,015
Training			
		6,633	6,774
Conference costs - Room hire		3,501	4,494
Other		27,043	28,433
Total		45,185	51,146
NET INCOME		14,686	6,933
RECONCILIATION OF FUNDS			
Total funds brought forward		20,912	13,979
TOTAL FUNDS CARRIED FORWARD		35,598	20,912


The notes form part of these financial statements

THE ASSOCIATION OF SOUND DESIGNERS

Balance Sheet  
31 AUGUST 2020

		2020 Unrestricted fund £	2019 Total funds £
FIXED ASSETS	Notes		
Tangible assets	5	218	29
CURRENT ASSETS			
Cash at bank		39,820	23,969
CREDITORS			
Amounts falling due within one year	6	(4,440)	(3,086)
NET CURRENT ASSETS		<u>35,380</u>	<u>20,883</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		35,598	20,912
NET ASSETS		<u>35,598</u>	<u>20,912</u>
FUNDS	7		
Unrestricted funds		<u>35,598</u>	<u>20,912</u>
TOTAL FUNDS		<u>35,598</u>	<u>20,912</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 29/07/2021..... and were signed on its behalf by:

  
.....  
L Gibson - Trustee

## THE ASSOCIATION OF SOUND DESIGNERS

### Notes to the Financial Statements FOR THE YEAR ENDED 31 AUGUST 2020

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#### 1. ACCOUNTING POLICIES

##### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- Straight line over 3 years

##### Taxation

The charity is exempt from tax on its charitable activities on income and gains to the extent that these are applied to its charitable objects.

##### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

##### Debtors

Donations receivable and other debtors are recognised at the settlement amount due after any reductions offered. Prepayments are valued at the amount prepaid net of any discounts due.

##### Cash at bank and in hand

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit of similar account.

##### Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

##### Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.



THE ASSOCIATION OF SOUND DESIGNERS

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2020 nor for the year ended 31 August 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2020 nor for the year ended 31 August 2019.

3. STAFF COSTS

There were no staff costs for the year ended 31 August 2020 nor were there any for the period ended 31 August 2019.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	58,079
EXPENDITURE ON	
Raising funds	6,430
Charitable activities	
Magazine production costs	5,015
Training	
	6,774
Conference costs - Room hire	4,494
Other	28,433
Total	51,146
NET INCOME	6,933
RECONCILIATION OF FUNDS	
Total funds brought forward	13,979
TOTAL FUNDS CARRIED FORWARD	20,912

THE ASSOCIATION OF SOUND DESIGNERS

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

5. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 September 2019	79	5,374	5,453
Additions	-	252	252
	<u>79</u>	<u>5,626</u>	<u>5,705</u>
At 31 August 2020			
<b>DEPRECIATION</b>			
At 1 September 2019	50	5,374	5,424
Charge for year	7	56	63
	<u>57</u>	<u>5,430</u>	<u>5,487</u>
At 31 August 2020			
<b>NET BOOK VALUE</b>			
At 31 August 2020	<u>22</u>	<u>196</u>	<u>218</u>
At 31 August 2019	<u>29</u>	<u>-</u>	<u>29</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other creditors	<u>4,440</u>	<u>3,086</u>

7. MOVEMENT IN FUNDS

	At 1.9.19 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	20,912	14,686	35,598
	<u>20,912</u>	<u>14,686</u>	<u>35,598</u>
<b>TOTAL FUNDS</b>	<u>20,912</u>	<u>14,686</u>	<u>35,598</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	59,871	(45,185)	14,686
	<u>59,871</u>	<u>(45,185)</u>	<u>14,686</u>
<b>TOTAL FUNDS</b>	<u>59,871</u>	<u>(45,185)</u>	<u>14,686</u>

THE ASSOCIATION OF SOUND DESIGNERS

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

7. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.9.18 £	Net movement in funds £	At 31.8.19 £
Unrestricted funds			
General fund	13,979	6,933	20,912
<b>TOTAL FUNDS</b>	<u>13,979</u>	<u>6,933</u>	<u>20,912</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	58,079	(51,146)	6,933
<b>TOTAL FUNDS</b>	<u>58,079</u>	<u>(51,146)</u>	<u>6,933</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.18 £	Net movement in funds £	At 31.8.20 £
Unrestricted funds			
General fund	13,979	21,619	35,598
<b>TOTAL FUNDS</b>	<u>13,979</u>	<u>21,619</u>	<u>35,598</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	117,950	(96,331)	21,619
<b>TOTAL FUNDS</b>	<u>117,950</u>	<u>(96,331)</u>	<u>21,619</u>

THE ASSOCIATION OF SOUND DESIGNERS

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 AUGUST 2020

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8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2020.

THE ASSOCIATION OF SOUND DESIGNERS

Detailed Statement of Financial Activities  
FOR THE YEAR ENDED 31 AUGUST 2020

	2020 £	2019 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Donations	59,871	58,079
Total incoming resources	59,871	58,079
<b>EXPENDITURE</b>		
Raising donations and legacies		
Advertising	125	788
Subscriptions	4,659	5,642
	4,784	6,430
Charitable activities		
Training costs	6,633	2,934
Conference costs	3,501	4,494
Magazine production costs	3,224	5,015
	13,358	12,443
Support costs		
Management		
Travel	666	110
Finance		
Bank charges	1,060	1,006
Information technology		
Website hosting	1,374	1,698
Software costs	433	359
	1,807	2,057
Human resources		
Administration costs	11,157	10,726
Other		
Storage costs	-	566
Insurance	10,070	14,848
	10,070	15,414
Depreciation		
Fixtures and fittings	7	10
Computer equipment	56	730
	63	740
Governance costs		
Accountancy	2,220	2,220

This page does not form part of the statutory financial statements

THE ASSOCIATION OF SOUND DESIGNERS

Detailed Statement of Financial Activities  
FOR THE YEAR ENDED 31 AUGUST 2020

	2020 £	2019 £
Total resources expended	45,185	51,146
Net income	14,686	6,933