

Trustees' Annual Report for the period

From

Period start date

1

April

2020

To

Period end date

o

31

March

2021

Section A

Reference and administration details

Charity name

Water City Music

Other names charity is known by

Registered charity number (if any)

1166168

Charity's principal address

The Barns, Village Farm, Ford

Near Cheltenham

Postcode

GL54 5RU

Names of the charity trustees who manage the charity

	Trustee name	Office	Dates acted if not for whole year
1	Meriel Barclay	Chair and Treasurer	
2	Rose Ballantyne		
3	Geoffrey Keays		
4	Christopher O'Riordan		

Names and addresses of advisers

Type of adviser

Name

Address

Accountant for Independent Examiner's Report

Charity Management Services

18 Park Road, Chandlers Ford, Eastleigh, Hampshire, SO53 2EU

Name of senior staff members

Michael Bochmann	Artistic Director	Freelance Consultant
Dr Esther Cavett	Associate Artistic Director	Freelance Consultant

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

By advertising on online charity specific websites, word of mouth and networks according to the specific skills and experience required at the time.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

New Trustees are provided with relevant Charity Commission reports and guidance, the Charity's constitution, the most recent Annual Report and accounts as well as minutes of recent Trustee meetings. Face to face meetings are held with the Artistic Director and Associate Director and with the Chair of the Trustees.

The Charity has policies and procedures on:
Health and Safety
Safeguarding
GDPR
Privacy
Financial procedures

The Charity reviews its risk register at least annually. Risk assessments are completed and shared with Trustees for all events.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of the public in general on the subject of music and other performing arts as the Trustees see fit and by providing opportunities for novice or emerging musicians to develop their skills by performing in public.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In normal times the principal focus of the Charity would be a week-long Festival at the Tower of London arranged in partnership with Historic Royal Palaces. However due to Covid-19 the Festival in 2020 was cancelled. The festival planned for 2021 cannot take place.

To fulfil our charitable objectives and to give children the opportunity to receive excellent music tuition and to experience the thrill of performing, we produced two videos.

Schools who had applied to take part at the Tower were invited to join the "Tower Voices" choir. Through their teachers, and whilst working remotely, children learnt and uploaded their contributions with their parents' help. Careful instructions and online safeguarding guidance were developed to perform and upload 'With her head tucked underneath her arm'. The launch took place to coincide with the cancelled festival, involving children from 19 schools. The video was released on You Tube and with media coverage on Sky News and ITV London News. See link https://www.youtube.com/watch?v=Vn_9X0stCkws

Children in Wonderland. The success of the Tower Voices project encouraged us to build on it by producing a nationwide choir of children. This came out of our long held aim to include children from all over the country. Whereas in the Tower programme, the children featured individually, learning and recording at home, for Children In Wonderland they were recorded in their school class bubbles, giving children and their teachers a musical project that they could work towards during the Covid-19 restrictions. The song chosen was 'Walking In a Winter Wonderland'. 60 schools applied out of 450 that were contacted, from as far apart as Devon and Hull. Approximately 1,000 children took part in the final project. A national video was produced, made up of all schools that had taken part. It was published on You Tube and shown on Channel 5 News, along with the major social media platforms. Regional videos were also produced for groups of 5 schools from the same area, giving more screen time to each school.

See link: https://www.youtube.com/watch?v=eVKQtA_0sl0&t=2s

Oasis Programme. Towards the end of 2020 we were able to deliver a series of small, revised Oasis events, involving early career musicians and children from two primary schools in Southwark. These events included: School visits with two WCM musicians; weekly rehearsals of school bubble groups run by an experienced local music teacher; University students in remote teaching delivery of groups of children; a "concert" involving WCM professional musicians; an early career performing musician, two music mentors from King's College London music dept, and socially distanced children singing and playing.

Plans are also being developed to bring the concept of the charity to Leicester and the Cotswolds in 2021/22. These are on hold until the Covid-19 restrictions are lifted but commitment remains from all parties for these to take place as soon as possible.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

The Trustees have had regard to the Charity Commission's guidance on public benefit.

In the last two years the Charity has engaged the services of a social media consultant and as a result our public profile and reach continues to expand. The Charity is developing a funding strategy to include grant funding, corporate donations, crowdfunding opportunities and support packages for individual donors. To support this, investments have been made in website redesign and a customer contact programme.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Two online videos with over 1,000 children from 79 schools across the country.

The Oasis project continued to give excellent teaching and performance opportunities to children from Southwark, London.

Section E

Financial review

Brief statement of the charity's policy on reserves

Trustees have been able to raise sufficient funds for planned activities throughout the year and, if funds could not be raised, then the activities would be curtailed. With no employees and few fixed costs apart from insurance premiums, the Charity will continue to raise funds for specific events

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Of the total income in the year, donations, including Gift Aid, totalled £18,419.

The Oasis concerts throughout the year cost £2,108.

Our two videos cost £14,207

Other expenditure included insurance (£908); website maintenance, social media management and technology costs (£1,799), general administration and fundraising costs (£4,135), independent examination (£500). Video and Oasis costs include payments to our Artistic Director (£5,700) and Associate Artistic Director (£700)

The Charity's assets consist only of cash retained in the Charity's bank account with TSB. At the end of the financial year net assets totalled £5,424.

Section F

Other optional information

Thank You :

The Artistic Director of Water City Music, Michael Bochmann, is the creative inspiration of the Charity as well as the main contact with participating schools. His work in putting together the work of the Charity has been invaluable, and the Trustees are very grateful to him for his energy, enthusiasm, experience and hard work. Dr Esther Cavett is our Associate Director and we could not function without her wisdom, commitment and guidance.

Thank you to our dedicated part-time administrator, Caroline Bell.

Thank you also to Chris O'Riordan and Firestarter for allowing Daniella Gilfillan to spend time on Water City Music's social media.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Meriel Barclay

G. Keely

Full name(s)

MERIEL BARCLAY

GEOFFREY KEEYS

Position (eg Secretary, Chair, etc)

Chair of Trustees

Trustee

Date

24 May 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
WATER CITY MUSIC

No (if any)
1166168

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01.04.2020		31.03.2021

Section A Receipts and payments

	Unrestricted to the nearest £	Restricted to the nearest £	Endowment to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Arts Council England		15,000	-	15,000	-
Private Donations	3,273	85	-	3,358	11,000
Grants and donations	-	-	-	-	7,553
HMRC Gift Aid	41	21	-	62	5,255
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,313	15,106	-	18,419	23,808
A2 Asset and investment sales,					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,313	15,106	-	18,419	23,808
Insurance	908	-	-	908	2,385
Administration	3,194	291	-	3,485	3,961
Fundraising	650	-	-	650	2,490
Website & Technology	375	-	-	375	1,061
Marketing	125	-	-	125	578
Social Media	1,424	-	-	1,424	-
Tower Voices/Tower Of London Festival		-	-	-	-
Artistic Direction		2,500	-	2,500	-
Production		2,732	-	2,732	300
Music Preparation		1,575	-	1,575	-
Musicians		-	-	-	12,945
Travel & Expenses		-	-	-	589
Children In Wonderland		-	-	-	-
Administration	300	1,100	-	1,400	-
Artistic Direction		2,700	-	2,700	-
Production	500	1,300	-	1,800	-
Social media & promotion	500	1,000	-	1,500	-
Oasis		-	-	-	-
Artistic Direction	200	1,000	-	1,200	-
Production		-	-	-	297
Musicians		908	-	908	2,720
Gloucester Tall Ships Festival		-	-	-	-
Production		-	-	-	742
Musicians		-	-	-	1,200
Independent examiner	500	-	-	500	500
Sub total	8,676	15,106	-	23,782	29,768
A4 Asset and investment					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	8,676	15,106	-	23,782	29,768
Net of receipts/(payments)	- 5,363	0	-	- 5,363	- 5,960
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	10,787	-	-	10,787	16,747
Cash funds this year end	5,424	0	-	5,424	10,787

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted funds to nearest £	Endowment to nearest £
B1 Cash funds	TSB Bank Account	5,424	-	-
		-	-	-
		-	-	-
	Total cash funds	5,424	-	-

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset	Cost (optional)	Current value
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset	Cost (optional)	Current value
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which	Amount due	When due
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of

Signature

Print Name

Date of approval

Meriel Barclay
Geoffrey Keays

Meriel Barclay

Geoffrey Keays

24-5-21

20/5/21