

SOUND WAVES SOUTH WEST MUSIC AND MUSIC THERAPY TRUST

England & Wales · Charity number 1167138

Details

Other names	SOUND WAVES SOUTH WEST
Status	Registered
Legal form	CIO
Registered	2016-05-17
Register	View on the Charity Commission register

Contact

Address	Thorne Farmhouse Bridgerule Holsworthy Devon EX22 7HD
Phone	07873426729
Email	info@soundwaves-sw.co.uk
Website	http://www.soundwaves-sw.co.uk/

Activities

Objects: TO ADVANCE PUBLIC EDUCATION IN MUSIC, ART, DRAMA AND DANCE AND THE RELIEF OF SICKNESS IN PARTICULAR THROUGH THE PROVISION OF MUSIC, ART, DRAMA AND DANCE THERAPIES.

Activities: SWSW provides:1. Music Therapy for children by State Registered Music Therapists in North Cornwall and North West Devon.2. A free Instrument Loan Scheme (ILS) to school children having lessons within the SWSW catchment area3. Annual music workshops for schools with professional musicians4. An annual award to a music student who has shown exceptional improvement in difficult circumstances

Classification

- **How:** Other Charitable Activities
- **What:** Education/training, Disability, Other Charitable Purposes
- **Who:** Children/young People, People With Disabilities

Geography

- Cornwall
- Devon

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£19,624	£36,945	-	-
2023-12-31	£25,588	£51,620	-	-
2022-12-31	£25,270	£39,830	-	-
2021-12-31	£86,554	£33,836	-	-
2020-12-31	£28,837	£14,156	-	-

Trustees

Name	Role	Appointed
Dr Alan John Whittle	Chair	2024-12-11
Christopher Mallow		2024-09-16
David Charles Puddick		2018-05-01
ELIZABETH CLARE MONRO		2016-05-17
JANET ELIZABETH ASH		2016-05-17
Jayne Christine Ensell-Bowen		2018-07-01
John Anderson		2024-09-16
Susan Felicity Anne Kershaw		2023-04-11

SOUND WAVES SOUTH WEST MUSIC AND MUSIC THERAPY TRUST

England & Wales - Charity number 1167138

Accounts

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

Charity Incorporated Organisation

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 December 2024**



Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Sound Waves South West Music and Music Therapy Trust

Contents of the Financial Statements
for the Year Ended 31 December 2024

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Sound Waves South West Music and Music Therapy Trust

Report of the Trustees
for the Year Ended 31 December 2024

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1167138

Principal Address

Duckpool Cottage
Woodford
Bude
Cornwall
EX23 9JN

Trustees

Janet Ash (Chair)
Clare Monro
Dr David Puddick
Jayne Ensell-Bowen
Sally McGuinness
Susan Kershaw
Dick Taylor

Independent Examiner

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Objectives of the Charity

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Governing document

The Charity is a foundation CIO where the Trustees are also the members.

The Governing document of the Charity is the Constitution adopted on registration on 17 May 2016. No changes to the constitution were made during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ON BEHALF OF THE BOARD:

Trustee



Date

7th April 2025

Independent Examiner's Report to the Trustees of
Sound Waves South West Music and Music Therapy Trust

I report on the accounts for the year ended 31 December 2024 set out on pages three to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - ▶ to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - ▶ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Date

7.4.25

B. Worden

Sound Waves South West Music and Music Therapy Trust

Statement of Financial Activities
for the Year Ended 31 December 2024

	Notes	Unrestricted Fund £	Restricted Funds £	31.12.24 Total Funds £	31.12.23 Total Funds £
INCOMING RESOURCES					
Voluntary income		1,270	7,398	8,668	17,635
Activities for generating funds	2	569	-	569	1,149
Other income		1,511	8,876	10,387	6,804
Total incoming resources		<u>3,350</u>	<u>16,274</u>	<u>19,624</u>	<u>25,588</u>
RESOURCES EXPENDED					
Music Therapy		-	25,320	25,320	32,868
Instrument Loan Scheme		47	1,921	1,968	2,712
Workshops		-	9,310	9,310	8,134
Governance costs		240	-	240	240
Other		5,820	19,630	25,450	7,666
Total resources expended		<u>6,107</u>	<u>56,181</u>	<u>62,288</u>	<u>51,620</u>
NET MOVEMENT IN FUNDS		<u>(2,757)</u>	<u>(39,907)</u>	<u>(42,664)</u>	<u>(26,032)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		31,959	12,365	44,324	70,356
Transfers between funds		(15,626)	15,626	-	-
Revaluation of fixed assets		-	69,000	69,000	
TOTAL FUNDS CARRIED FORWARD		<u><u>13,576</u></u>	<u><u>57,084</u></u>	<u><u>70,660</u></u>	<u><u>44,324</u></u>

The notes form part of these financial statements

Sound Waves South West Music and Music Therapy Trust

Balance Sheet

As at 31 December 2024

	Unrestricted Fund £	Restricted Funds £	31.12.24 Total Funds £	31.12.23 Total Funds £
FIXED ASSETS				
Musical Instruments	-	51,750	51,750	-
CURRENT ASSETS				
Investment Bond	10,000	-	10,000	30,000
Cash and bank and in hand	3,576	5,334	8,910	14,324
NET CURRENT ASSETS	<u>13,576</u>	<u>57,084</u>	<u>70,660</u>	<u>44,324</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	13,576	57,084	70,660	44,324
NET ASSETS	<u><u>13,576</u></u>	<u><u>57,084</u></u>	<u><u>70,660</u></u>	<u><u>44,324</u></u>
FUNDS				
Unrestricted funds			13,576	31,959
Restricted Funds			57,084	12,365
TOTAL FUNDS			<u><u>70,660</u></u>	<u><u>44,324</u></u>

The financial statements were approved by the Board of Trustees on 07/04/2025 and were signed on its behalf by:



 Trustee

Alan John Whittle

Notes to the Financial Statements
for the Year Ended 31 December 2024

1) **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

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 purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund accounts is included in the notes to the financial statements.

2) **ACTIVITIES FOR GENERATING FUNDS**

	31.12.24 £	31.12.23 £
Fundraising events	<u>569</u>	<u>1,149</u>

3) **FIXED ASSETS**

	Equipment £	Total £
Cost		
As at 1 January 2024	-	-
Additions	<u>69,000</u>	<u>69,000</u>
As at 31 December 2024	<u>69,000</u>	<u>69,000</u>
Depreciation		
As at 1 January 2024	-	-
Provided during the period	<u>17,250</u>	<u>17,250</u>
As at 31 December 2024	<u>17,250</u>	<u>17,250</u>
Net Book Value		
As at 31 December 2024	<u>51,750</u>	<u>51,750</u>
As at 31 December 2023	<u>-</u>	<u>-</u>

Notes to the Financial Statements
for the Year Ended 31 December 2024

4) **TRUSTEES' REMUNERATION AND BENEFITS**

As at 31 December 2024 payments totalling £1,100 were paid to a Trustee to help run the charity's Instrument Loan Scheme. (31 December 2023 - £1,140)

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

5) **MOVEMENT IN FUNDS**

	At 01.01.24	Income	Transfers	Expenditure	At 31.12.24
	£	£	£	£	£
Unrestricted funds					
General fund	31,959	3,350	(15,626)	(6,107)	13,576
Restricted funds					
ILS	3,262	1,944	-	(3,354)	1,852
Music Therapy	-	11,346	15,214	(25,470)	1,090
Workshops in schools	2,000	2,040	5,270	(9,310)	-
Auction proceeds fund	4,454	-	(4,454)	-	-
Memorial fund	2,649	944	(404)	(797)	2,392
	<u>12,365</u>	<u>16,274</u>	<u>15,626</u>	<u>(38,931)</u>	<u>5,334</u>
TOTAL	<u>44,324</u>	<u>19,624</u>	<u>-</u>	<u>(45,037)</u>	<u>18,910</u>
Musical Instruments revaluation	-	69,000	-	(17,250)	51,750
TOTAL FUNDS	<u>44,324</u>	<u>88,624</u>	<u>-</u>	<u>(62,287)</u>	<u>70,660</u>

Sound Waves South West Music and Music Therapy Trust

Detailed Statement of Financial Activities
for the Year Ended 31 December 2024

	31.12.24	31.12.23
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations		
Music Therapy	2,066	8,165
Instrument Loan Scheme	1,548	1,635
Workshops	1,000	4,343
Administration	-	1
General Purposes	3,300	-
Memorial Funds	540	2,649
Memberships	214	303
	<u>8,668</u>	<u>17,096</u>
Activities for generating funds		
Fundraising events	569	1,149
	<u>569</u>	<u>1,149</u>
Other incoming resources		
Boxes	5	57
Contributions from schools	8,935	6,225
Bank Interest	1,121	503
Tax Refund	326	559
	<u>10,387</u>	<u>7,344</u>
Total incoming resources	<u>19,624</u>	<u>25,588</u>
RESOURCES EXPENDED		
Charitable activities		
Music Therapy	25,320	29,130
Instrument Loan Scheme	1,968	2,712
Workshops	9,310	8,134
Music Therapy Hardware	-	3,738
Fundraising expenses	347	-
	<u>36,945</u>	<u>43,714</u>
Governance costs		
Accountancy	240	240
	<u>240</u>	<u>240</u>
Other		
Postage & Stationery	86	35
Insurance	749	676
Internet/Computer	90	202
Secretarial	4,448	4,964
Rent	650	500
ILS	1,100	1,140
Perryman/Bolitho Award	600	150
Meetings	129	-
Depreciation	17,250	-
	<u>25,102</u>	<u>7,666</u>
Total resources expended	<u>62,287</u>	<u>51,620</u>
Net Income/(Expenses)	<u>(42,664)</u>	<u>(26,032)</u>

This page does not form part of the statutory financial statements

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

**Income and Expenditure Account
Year Ended 31 December 2024**



Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2024

Income	2024 £	2023 £	2022 £
Contributions from schools			
Music Therapy	8,395	5,685	3,770
Workshops	540	540	600
	8,935	6,225	4,370
Donations			
Music Therapy	2,066	8,165	6,008
Instrument Loan Scheme	1,548	1,635	8,921
Workshops	1,000	4,343	473
Administration	-	1	-
General purposes	3,300	-	3,107
Memorial Funds	540	2,649	-
	8,454	16,793	18,509
Fund-raising			
General events	569	1,149	1,207
	569	1,149	1,207
Other Income			
Membership	214	303	396
Boxes	5	57	18
Bank Interest	1,121	503	350
Tax refund	326	559	418
	1,666	1,422	1,182
Total Income	19,624	25,588	25,268

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2024

Expenditure	2024	2023	2022
	£	£	£
Therapy			
Music Therapists	25,320	29,130	15,902
Workshops	9,310	8,134	7,410
Instrument Loan Scheme	1,968	2,712	6,393
Music Therapy Hardware	-	3,738	148
Perryman/Bolitho Award	600	150	450
	37,198	43,864	30,303
Administration			
Secretarial	4,448	4,964	6,772
Accountancy	240	240	330
Postage	-	11	12
Stationery	86	24	103
Fundraising Expenses	347	-	-
Meetings	129	-	-
Insurance	749	676	691
Internet/Computer	90	202	296
ILS	1,100	1,140	720
Rent	650	500	600
Depreciation	17,250	-	-
	25,089	7,756	9,524
Total Expenditure	62,287	51,620	39,827
Excess of Income/(Expenditure)	(42,664)	(26,032)	(14,559)

Summary of Funds

	£	£
Balance B/Fwd	44,324	
Excess of Expenditure	(42,664)	
Revaluation of fixed assets	69,000	
	70,660	Balance C/Fwd 70,660
		70,660

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31st December 2024

Notes to the Income and Expenditure Accounts

	£
Note 1 - Summary of funds as at 31 December 2024	
Unrestricted funds	
General fund	13,576
Restricted funds	
ILS	1,852
Music Therapy General	1,090
Memorial fund	<u>2,392</u>
	5,334
Revaluation of fixed assets	51,750
Total funds	<u><u>70,660</u></u>

The above Income and Expenditure Accounts set out on pages 1 and 2 have been produced from the books records information and explanations supplied to us and we certify it to be in accordance therewith.

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Jane E. Ash

Chair

Mrs J Ash

S. Kershaw

Treasurer

Mrs S Kershaw

07-04-2025

Date

For and on behalf of
Sound Waves South West Music and Music Therapy Trust

SOUND WAVES SOUTH WEST MUSIC AND MUSIC THERAPY TRUST

England & Wales - Charity number 1167138

Accounts

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

Charity Incorporated Organisation

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 December 2023**



Lane Mill
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Sound Waves South West Music and Music Therapy Trust

Contents of the Financial Statements
for the Year Ended 31 December 2023

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Sound Waves South West Music and Music Therapy Trust

Report of the Trustees
for the Year Ended 31 December 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1167138

Principal Address

Duckpool Cottage
Woodford
Bude
Cornwall
EX23 9JN

Trustees

Janet Ash (Chair)
Clare Monro
Dr David Puddick
Jayne Ensell-Bowen
Sally McGuinness
Susan Kershaw
Dick Taylor

Independent Examiner

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Objectives of the Charity

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Governing document

The Charity is a foundation CIO where the Trustees are also the members.

The Governing document of the Charity is the Constitution adopted on registration on 17 May 2016. No changes to the constitution were made during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ON BEHALF OF THE BOARD:

Trustee Janet E. Ash

Date 16-04-2024

Independent Examiner's Report to the Trustees of
Sound Waves South West Music and Music Therapy Trust

I report on the accounts for the year ended 31 December 2023 set out on pages three to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - ▶ to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - ▶ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Leonard & Co

Date

16 / 04 / 2024

Sound Waves South West Music and Music Therapy Trust

Statement of Financial Activities
for the Year Ended 31 December 2023

	Notes	Unrestricted Fund £	Restricted Funds £	31.12.23 Total Funds £	31.12.22 Total Funds £
INCOMING RESOURCES					
Voluntary income		1,268	16,367	17,635	19,504
Activities for generating funds	2	1,149	-	1,149	1,207
Other income		687	6,117	6,804	4,557
Total incoming resources		<u>3,104</u>	<u>22,484</u>	<u>25,588</u>	<u>25,268</u>
RESOURCES EXPENDED					
Music Therapy		2,798	30,070	32,868	15,902
Instrument Loan Scheme		-	2,712	2,712	6,393
Workshops		-	8,134	8,134	7,410
Governance costs		240	-	240	330
Other		6,117	1,549	7,666	9,792
Total resources expended		<u>9,155</u>	<u>42,465</u>	<u>51,620</u>	<u>39,827</u>
NET MOVEMENT IN FUNDS		<u>(6,051)</u>	<u>(19,981)</u>	<u>(26,032)</u>	<u>(14,559)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>47,957</u>	<u>22,399</u>	<u>70,356</u>	<u>84,915</u>
Transfers between funds		<u>(9,947)</u>	<u>9,947</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>31,959</u></u>	<u><u>12,365</u></u>	<u><u>44,324</u></u>	<u><u>70,356</u></u>

The notes form part of these financial statements

Sound Waves South West Music and Music Therapy Trust

Balance Sheet
As at 31 December 2023

	Unrestricted Fund £	Restricted Funds £	31.12.23 Total Funds £	31.12.22 Total Funds £
FIXED ASSETS				
Tangible assets	-	-	-	-
CURRENT ASSETS				
Investment Bond	30,000	-	30,000	40,000
Cash and bank and in hand	1,959	12,365	14,324	30,356
NET CURRENT ASSETS	<u>31,959</u>	<u>12,365</u>	<u>44,324</u>	<u>70,356</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	31,959	12,365	44,324	70,356
NET ASSETS	<u>31,959</u>	<u>12,365</u>	<u>44,324</u>	<u>70,356</u>
FUNDS				
Unrestricted funds			31,959	47,957
Restricted Funds			12,365	22,399
TOTAL FUNDS			<u>44,324</u>	<u>70,356</u>

The financial statements were approved by the Board of Trustees on 16-04-2024 and were signed on its behalf by:

Janet E. Ash
Trustee

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 December 2023

1) **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

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

Further explanation of the nature and purpose of each fund accounts is included in the notes to the financial statements.

2) **ACTIVITIES FOR GENERATING FUNDS**

	31.12.23	31.12.22
	£	£
Fundraising events	<u>1,149</u>	<u>1,207</u>

Notes to the Financial Statements
for the Year Ended 31 December 2023

3) **TRUSTEES' REMUNERATION AND BENEFITS**

As at 31 December 2023 payments totalling £1,140 were paid to a Trustee to help run the charity's Instrument Loan Scheme. (31 December 2022 - £720)

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

4) **MOVEMENT IN FUNDS**

	At 01.01.23 £	Income £	Transfers £	Expenditure £	At 31.12.23 £
Unrestricted funds					
General fund	47,957	3,104	(9,947)	(9,155)	31,959
Restricted funds					
ILS	6,306	2,067	(1,000)	(4,111)	3,262
Music Therapy	8,006	12,885	9,179	(30,070)	-
Workshops in schools	180	4,883	5,071	(8,134)	2,000
Perryman/Bolitho Award	835	-	(685)	(150)	-
Auction proceeds fund	4,454	-	-	-	4,454
Clare Milne Trust fund	2,618	-	(2,618)	-	-
Memorial fund	-	2,649	-	-	2,649
	<u>22,399</u>	<u>22,484</u>	<u>9,947</u>	<u>(42,465)</u>	<u>12,365</u>
TOTAL FUNDS	<u>70,356</u>	<u>25,588</u>	<u>-</u>	<u>(51,620)</u>	<u>44,324</u>

Sound Waves South West Music and Music Therapy Trust

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2023**

	31.12.23	31.12.22
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations		
Music Therapy	8,165	6,008
Instrument Loan Scheme	1,635	8,921
Workshops	4,343	473
Administration	1	-
General Purposes	-	3,107
Memorial Funds	2,649	-
Memberships	303	396
	<u>17,096</u>	<u>18,905</u>
Activities for generating funds		
Fundraising events	1,149	1,207
	<u>1,149</u>	<u>1,207</u>
Other incoming resources		
Boxes	57	18
Contributions from schools	6,225	4,370
United Trust Bank Interest	503	350
Tax Refund	559	418
	<u>7,344</u>	<u>5,156</u>
Total incoming resources	<u>25,588</u>	<u>25,268</u>
RESOURCES EXPENDED		
Charitable activities		
Music Therapy	29,130	15,902
Instrument Loan Scheme	2,712	6,393
Workshops	8,134	7,410
Music Therapy Hardware	3,738	148
	<u>43,714</u>	<u>29,853</u>
Governance costs		
Accountancy	240	330
	<u>240</u>	<u>330</u>
Other		
Postage & Stationery	35	115
Insurance	676	691
Internet/Computer	202	296
Secretarial	4,964	6,772
Rent	500	600
ILS	1,140	720
Perryman/Bolitho Award	150	450
	<u>7,666</u>	<u>9,644</u>
Total resources expended	<u>51,620</u>	<u>39,827</u>
Net Income/(Expenses)	<u>(26,032)</u>	<u>(14,559)</u>

This page does not form part of the statutory financial statements

SOUND WAVES SOUTH WEST MUSIC AND MUSIC THERAPY TRUST

England & Wales - Charity number 1167138

Accounts

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

Charity Incorporated Organisation

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 December 2022**



Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Sound Waves South West Music and Music Therapy Trust

Contents of the Financial Statements
for the Year Ended 31 December 2022

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Sound Waves South West Music and Music Therapy Trust

Report of the Trustees
for the Year Ended 31 December 2022

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1167138

Principal Address

Duckpool Cottage
Woodford
Bude
Cornwall
EX23 9JN

Trustees

Janet Ash (Chair)
Clare Monro
Dr David Puddick
Jayne Ensell-Bowen
Tony Philp
Sally McGuinness

Independent Examiner

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Objectives of the Charity

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Governing document

The Charity is a foundation CIO where the Trustees are also the members.

The Governing document of the Charity is the Constitution adopted on registration on 17 May 2016.

No changes to the constitution were made during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ON BEHALF OF THE BOARD:

Trustee

Date _____

Independent Examiner's Report to the Trustees of
Sound Waves South West Music and Music Therapy Trust

I report on the accounts for the year ended 31 December 2022 set out on pages three to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - ▶ to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - ▶ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Leonard & Co

Date

9 March 2023

Sound Waves South West Music and Music Therapy Trust

Statement of Financial Activities
for the Year Ended 31 December 2022

			31.12.22	31.12.21
	Notes	Unrestricted Fund £	Restricted Funds £	Total Funds £
INCOMING RESOURCES				
Voluntary income		3,074	16,430	19,504
Activities for generating funds	2	1,207	-	1,207
Other income		368	4,188	4,557
Total incoming resources		<u>4,650</u>	<u>20,618</u>	<u>25,268</u>
RESOURCES EXPENDED				
Music Therapy		100	15,802	15,902
Instrument Loan Scheme		-	6,393	6,393
Workshops		-	7,410	7,410
Governance costs		330	-	330
Other		8,201	1,591	9,792
Total resources expended		<u>8,631</u>	<u>31,196</u>	<u>39,827</u>
NET MOVEMENT IN FUNDS		<u>(3,981)</u>	<u>(10,578)</u>	<u>(14,559)</u>
RECONCILIATION OF FUNDS				
Total funds brought forward		69,363	15,552	84,915
Transfers between funds		(17,425)	17,425	-
TOTAL FUNDS CARRIED FORWARD		<u><u>47,957</u></u>	<u><u>22,399</u></u>	<u><u>70,356</u></u>
				<u><u>84,915</u></u>

The notes form part of these financial statements

Sound Waves South West Music and Music Therapy Trust

Balance Sheet

As at 31 December 2022

	Unrestricted Fund £	Restricted Funds £	31.12.22 Total Funds £	31.12.21 Total Funds £
FIXED ASSETS				
Tangible assets	-	-	-	-
CURRENT ASSETS				
Investment Bond	40,000	-	40,000	50,000
Cash and bank and in hand	7,957	22,399	30,356	34,915
NET CURRENT ASSETS	<u>47,957</u>	<u>22,399</u>	<u>70,356</u>	<u>84,915</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	47,957	22,399	70,356	84,915
NET ASSETS	<u>47,957</u>	<u>22,399</u>	<u>70,356</u>	<u>84,915</u>
FUNDS				
Unrestricted funds			47,957	69,363
Restricted Funds			22,399	15,552
TOTAL FUNDS			<u>70,356</u>	<u>84,915</u>

The financial statements were approved by the Board of Trustees onand were signed on its behalf by:

Trustee

The notes form part of these financial statements

1) **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

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

Further explanation of the nature and purpose of each fund accounts is included in the notes to the financial statements.

2) **ACTIVITIES FOR GENERATING FUNDS**

	31.12.22 £	31.12.21 £
Fundraising events	<u>1,207</u>	<u>-</u>

Notes to the Financial Statements
for the Year Ended 31 December 2022

3) **TRUSTEES' REMUNERATION AND BENEFITS**

As at 31 December 2022 payments totalling £720 were paid to a Trustee to help run the charity's Instrument Loan Scheme. (31 December 2021 - £528)

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

4) **MOVEMENT IN FUNDS**

	At 01.01.22 £	Income £	Transfers £	Expenditure £	At 31.12.22 £
Unrestricted funds					
General fund	69,363	4,650	(17,425)	(8,631)	47,957
Restricted funds					
ILS	4,544	9,310	(161)	(7,387)	6,306
Music Therapy	7,263	4,858	9,075	(13,190)	8,006
Workshops in schools	2,460	1,073	4,057	(7,410)	180
Perryman/Bolitho Award	1,285	-	-	(450)	835
Auction proceeds fund	-	-	4,454	-	4,454
Clare Milne Trust Fund	-	5,378	-	(2,760)	2,618
	<u>15,552</u>	<u>20,619</u>	<u>17,425</u>	<u>(31,197)</u>	<u>22,399</u>
TOTAL FUNDS	<u>84,915</u>	<u>25,269</u>	<u>-</u>	<u>(39,828)</u>	<u>70,356</u>

Sound Waves South West Music and Music Therapy Trust

Detailed Statement of Financial Activities
for the Year Ended 31 December 2022

	31.12.22	31.12.21
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations		
Music Therapy	6,008	4,714
Instrument Loan Scheme	8,921	8,410
Workshops	473	2,340
Whitstone Head School	-	62,426
Administration	-	102
General Purposes	3,107	178
Memberships	396	251
	<u>18,905</u>	<u>78,421</u>
Activities for generating funds		
Fundraising events	1,207	-
	<u>1,207</u>	<u>-</u>
Other incoming resources		
Boxes	18	71
Contributions from schools	4,370	5,212
United Trust Bank Interest	350	-
Tax Refund	418	2,850
	<u>5,156</u>	<u>8,133</u>
Total incoming resources	<u>25,268</u>	<u>86,554</u>
RESOURCES EXPENDED		
Charitable activities		
Music Therapy	15,902	15,776
Instrument Loan Scheme	6,393	5,583
Workshops	7,410	6,200
Music Therapy Hardware	148	-
	<u>29,853</u>	<u>27,559</u>
Governance costs		
Accountancy	330	240
	<u>330</u>	<u>240</u>
Other		
Postage & Stationery	115	231
Consultancy	-	30
Insurance	691	682
Internet/Computer	296	986
Secretarial	6,772	2,980
Rent	600	600
ILS	720	528
Perryman/Bolitho Award	450	-
	<u>9,644</u>	<u>6,037</u>
Total resources expended	<u>39,827</u>	<u>33,836</u>
Net Income/(Expenses)	<u>(14,559)</u>	<u>52,718</u>

This page does not form part of the statutory financial statements

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

**Income and Expenditure Account
Year Ended 31 December 2022**



Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2022

Income	2022 £	2021 £	2021 £
Contributions from schools			
Music Therapy	3,770	5,212	3,630
Workshops	600	-	-
	4,370	5,212	3,630
Donations			
Music Therapy	6,008	4,714	14,405
Instrument Loan Scheme	8,921	8,410	4,680
Workshops	473	2,340	1,800
Whitstone Head School	-	62,426	-
Administration	-	102	1,351
General purposes	3,107	178	1,195
	18,509	78,170	23,431
Fund-raising			
General events	1,207	-	149
	1,207	-	149
Other Income			
Membership	396	251	231
Boxes	18	71	70
United Trust Bank Interest	350	-	-
Tax refund	418	2,850	1,326
	1,182	3,172	1,627
Total Income	25,268	86,554	28,837

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2022

Expenditure	2022	2021	2020
	£	£	£
Therapy			
Music Therapists	15,902	15,776	6,421
Workshops	7,410	6,200	-
Instrument Loan Scheme	6,393	5,583	2,829
Music Therapy Hardware	148	-	881
Perryman/Bolitho Award	450	-	-
	30,303	27,559	10,131
Administration			
Secretarial	6,772	2,980	1,470
Accountancy	330	270	570
Postage	12	134	218
Stationery	103	97	75
Insurance	691	682	604
Internet/Computer	296	986	-
ILS	720	528	488
Rent	600	600	600
	9,524	6,277	4,025
Total Expenditure	39,827	33,836	14,156
Excess of Income/(Expenditure)	(14,559)	52,718	14,681

Summary of Funds

	£		£
Balance B/Fwd	84,915		
Excess of Expenditure	(14,559)		
	70,356	Balance C/Fwd	70,356
			70,356

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31st December 2022

Notes to the Income and Expenditure Accounts

Note 1 - Summary of funds as at 31 December 2022

	£
Unrestricted funds	
General fund	47,957
Restricted funds	
ILS	6,306
Music Therapy General	8,006
Workshops in schools	180
Perryman/Bolitho Award	835
Auction proceeds fund	4,454
Clare Milne Trust fund	<u>2,618</u>
	22,399
Total funds	<u><u>70,356</u></u>

The above Income and Expenditure Accounts set out on pages 1 and 2 have been produced from the books records information and explanations supplied to us and we certify it to be in accordance therewith.

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ



Chair

Mrs J Ash

Treasurer

Mr T Philp

Date

For and on behalf of
Sound Waves South West Music and Music Therapy Trust

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

Charity Incorporated Organisation

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 December 2022**



Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Sound Waves South West Music and Music Therapy Trust

Contents of the Financial Statements
for the Year Ended 31 December 2022

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Detailed Statement of Financial Activities	7

Sound Waves South West Music and Music Therapy Trust

Report of the Trustees
for the Year Ended 31 December 2022

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1167138

Principal Address

Duckpool Cottage
Woodford
Bude
Cornwall
EX23 9JN

Trustees

Janet Ash (Chair)
Clare Monro
Dr David Puddick
Jayne Ensell-Bowen
Tony Philp
Sally McGuinness

Independent Examiner

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Objectives of the Charity

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Governing document

The Charity is a foundation CIO where the Trustees are also the members.

The Governing document of the Charity is the Constitution adopted on registration on 17 May 2016.

No changes to the constitution were made during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ON BEHALF OF THE BOARD:

Trustee

Date _____

Independent Examiner's Report to the Trustees of
Sound Waves South West Music and Music Therapy Trust

I report on the accounts for the year ended 31 December 2022 set out on pages three to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - ▶ to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - ▶ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Leonard & Co

Date

9 March 2023

Sound Waves South West Music and Music Therapy Trust

Statement of Financial Activities
for the Year Ended 31 December 2022

			31.12.22	31.12.21
	Notes	Unrestricted Fund £	Restricted Funds £	Total Funds £
INCOMING RESOURCES				
Voluntary income		3,074	16,430	19,504
Activities for generating funds	2	1,207	-	1,207
Other income		368	4,188	4,557
Total incoming resources		<u>4,650</u>	<u>20,618</u>	<u>25,268</u>
RESOURCES EXPENDED				
Music Therapy		100	15,802	15,902
Instrument Loan Scheme		-	6,393	6,393
Workshops		-	7,410	7,410
Governance costs		330	-	330
Other		8,201	1,591	9,792
Total resources expended		<u>8,631</u>	<u>31,196</u>	<u>39,827</u>
NET MOVEMENT IN FUNDS		<u>(3,981)</u>	<u>(10,578)</u>	<u>(14,559)</u>
RECONCILIATION OF FUNDS				
Total funds brought forward		69,363	15,552	84,915
Transfers between funds		(17,425)	17,425	-
TOTAL FUNDS CARRIED FORWARD		<u><u>47,957</u></u>	<u><u>22,399</u></u>	<u><u>70,356</u></u>
				<u><u>84,915</u></u>

The notes form part of these financial statements

Sound Waves South West Music and Music Therapy Trust

Balance Sheet

As at 31 December 2022

	Unrestricted Fund £	Restricted Funds £	31.12.22 Total Funds £	31.12.21 Total Funds £
FIXED ASSETS				
Tangible assets	-	-	-	-
CURRENT ASSETS				
Investment Bond	40,000	-	40,000	50,000
Cash and bank and in hand	7,957	22,399	30,356	34,915
NET CURRENT ASSETS	<u>47,957</u>	<u>22,399</u>	<u>70,356</u>	<u>84,915</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	47,957	22,399	70,356	84,915
NET ASSETS	<u>47,957</u>	<u>22,399</u>	<u>70,356</u>	<u>84,915</u>
FUNDS				
Unrestricted funds			47,957	69,363
Restricted Funds			22,399	15,552
TOTAL FUNDS			<u>70,356</u>	<u>84,915</u>

The financial statements were approved by the Board of Trustees onand were signed on its behalf by:

Trustee

The notes form part of these financial statements

1) **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

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

Further explanation of the nature and purpose of each fund accounts is included in the notes to the financial statements.

2) **ACTIVITIES FOR GENERATING FUNDS**

	31.12.22 £	31.12.21 £
Fundraising events	<u>1,207</u>	<u>-</u>

Notes to the Financial Statements
for the Year Ended 31 December 2022

3) **TRUSTEES' REMUNERATION AND BENEFITS**

As at 31 December 2022 payments totalling £720 were paid to a Trustee to help run the charity's Instrument Loan Scheme. (31 December 2021 - £528)

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

4) **MOVEMENT IN FUNDS**

	At 01.01.22 £	Income £	Transfers £	Expenditure £	At 31.12.22 £
Unrestricted funds					
General fund	69,363	4,650	(17,425)	(8,631)	47,957
Restricted funds					
ILS	4,544	9,310	(161)	(7,387)	6,306
Music Therapy	7,263	4,858	9,075	(13,190)	8,006
Workshops in schools	2,460	1,073	4,057	(7,410)	180
Perryman/Bolitho Award	1,285	-	-	(450)	835
Auction proceeds fund	-	-	4,454	-	4,454
Clare Milne Trust Fund	-	5,378	-	(2,760)	2,618
	<u>15,552</u>	<u>20,619</u>	<u>17,425</u>	<u>(31,197)</u>	<u>22,399</u>
TOTAL FUNDS	<u>84,915</u>	<u>25,269</u>	<u>-</u>	<u>(39,828)</u>	<u>70,356</u>

Sound Waves South West Music and Music Therapy Trust

Detailed Statement of Financial Activities
for the Year Ended 31 December 2022

	31.12.22	31.12.21
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations		
Music Therapy	6,008	4,714
Instrument Loan Scheme	8,921	8,410
Workshops	473	2,340
Whitstone Head School	-	62,426
Administration	-	102
General Purposes	3,107	178
Memberships	396	251
	<u>18,905</u>	<u>78,421</u>
Activities for generating funds		
Fundraising events	1,207	-
	<u>1,207</u>	<u>-</u>
Other incoming resources		
Boxes	18	71
Contributions from schools	4,370	5,212
United Trust Bank Interest	350	-
Tax Refund	418	2,850
	<u>5,156</u>	<u>8,133</u>
Total incoming resources	<u>25,268</u>	<u>86,554</u>
RESOURCES EXPENDED		
Charitable activities		
Music Therapy	15,902	15,776
Instrument Loan Scheme	6,393	5,583
Workshops	7,410	6,200
Music Therapy Hardware	148	-
	<u>29,853</u>	<u>27,559</u>
Governance costs		
Accountancy	330	240
	<u>330</u>	<u>240</u>
Other		
Postage & Stationery	115	231
Consultancy	-	30
Insurance	691	682
Internet/Computer	296	986
Secretarial	6,772	2,980
Rent	600	600
ILS	720	528
Perryman/Bolitho Award	450	-
	<u>9,644</u>	<u>6,037</u>
Total resources expended	<u>39,827</u>	<u>33,836</u>
Net Income/(Expenses)	<u>(14,559)</u>	<u>52,718</u>

This page does not form part of the statutory financial statements

SOUND WAVES SOUTH WEST MUSIC AND MUSIC THERAPY TRUST

England & Wales - Charity number 1167138

Accounts

ANNUAL GENERAL MEETING 5th APRIL 2022

Via Zoom

Chairman's Report for the year ending December 2021

Summary:

- **Administrative details**
- **Overview of 2021**
- **Financial and Fund raising:** Grants received; Other major income; Fund raising events; Membership and other donations
- **Main activities and Achievements:**
 1. Music Therapy
 2. Instrument Loan Scheme
 3. Workshops in Schools
 4. SWSW Award
- **Regulations:**
 1. Data Protection and Privacy Policies (GDPR)
 2. Child Protection, Safeguarding and Equality Policies
 3. Risk Assessment
- **Future plans**

Collaboration with Cornwall Music Service Trust
- **Thanks to our team**

Administrative Details

- **Charity Name**

The legal name of the Charity is: Sound Waves South West Music and Music Therapy Trust

- **Charity Legal Structure**

The Charity was registered in 2000 and became a Charitable Incorporated Organisation (CIO) No: 1167138 in May 2016. The governing document of the Charity is the Constitution of the CIO as approved by the Charity Commission in England and Wales (CCEW).

- **Principal operating address and contact**

Duckpool Cottage

Woodford, Bude

Cornwall, EX23 9N

Tel: 01288 331368

Email: info@soundwaves-sw.co.uk

Web address: www.soundwaves-sw.co.uk

- **Trustees and Secretary in office on the date the report was approved**

Mrs. J. Ash	Chair
Mrs. C. Monro	Vice Chair
Mr. A. Philp	Treasurer
Mr. D. Puddick	Trustee
Mrs. J. Ensell-Bowen	Trustee
Mrs. S. McGuinness	Trustee

We welcomed Sally McGuinness as a Trustee at the 2021 AGM.

Part-time Secretary: Mrs. S. Kendrick

Objectives:

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Overview of 2021

The problems experienced by Covid in 2020 continued into 2021, but the schools were not closed for so long and between 8 and 15 days of Music Therapy were missed at each school. No fund-raising events were held. However, after three years without a Workshop, we held a very successful series of Workshops in October. Once again there was no Perryman/Bolitho Award, although Perseverance Certificates and Covid catch-up lessons were awarded. Most of the SWSW regular meetings (10 out of 12) were held electronically via Zoom. The Instrument Loan Scheme (ILS) was able to continue with slightly limited activity throughout the pandemic, and substantial contributions were received for the ILS from the families of children with an instrument loan. Also, SWSW received £6,474 for the ILS from the sad closure of the Bude Music Society. SWSW was a very grateful beneficiary from the liquidation of the Whitstone Head School and received £62,426 of which we invested £50,000 in the United Trust Bank.

Financial and Fund Raising

- **Grants received in 2021: total £6,300**
OneFamily Foundation: £1,800 for Workshops
Joyce Fletcher Charitable Trust: £3,000
Gledswood Charitable Trust: £500
Wise Music Foundation donation: £1,000
- **Other major income: total £85,198**
Whitstone Head Liquidation bequest: £62,426
Bude Music Society closure (for ILS): £6,474
Other donations towards ILS: £1,936
Contributions for MT from schools: £5,212
HMRC Tax reclaim: £2,850
- **Other income: Total £975**
Friends/Membership: £251
Collection Boxes: £71
Petrovian Orchestra: £100
Rev David Reed memorial donation: £85
Atlantic Coast Therapists: £193
Amazon/Easyfundraising: £84
Other: £41
- **Major Expenditure: Total £27,559**
Music Therapy: £15,776
Workshops: £6,200
ILS: £5,583
- **Investment: £50,000**

Main Activities

1. Music Therapy

Music Therapy started in January, but after one week it ceased because of Covid until March, then was mainly able to continue for the rest of the year. Thank you to our Music Therapists: Mike Hewitt, for his work at Bude Primary Poppy Unit, Camelford ARB Unit and Otterham Primary School, and to James Tucker for providing Music Therapy at Budehaven School and the Special Partnership Trust at Budehaven.

Mike Hewitt and James Tucker are now employed by the Cornwall Music Service Trust for all the Music Therapy listed below.

Bude Primary Federation (Poppy Unit)

The Poppy Unit provided Music Therapy for 28 of the normal 36 weeks (March to December), and 7 children benefitted weekly from this service (covering 1 full day).

Camelford Schools: Half a day per week (for 3 children) was provided for a total of 24 weeks from March to December.

Otterham: Here, they only managed to have Music Therapy for two children 20 weeks between May and December

Budehaven and the Special Partnership Trust (SPT): Music Therapy continued at Budehaven for 15 weeks for 1 child, and there was also 16 weeks of Music Therapy for another pupil at the new Special Partnership Trust.

During the year, we received two enquiries about the possibility of music therapy for individuals in the Bude area but who were not at school: one 25-yr old living in sheltered accommodation and one pre-school child. The adult accepted the offer to two trial Music Therapy sessions which led to James Tucker continuing to give Music Therapy once a week, funded by the family. The pre-school child is being assessed for Special Needs, but has also been offered trial Music Therapy sessions.

2. Instrument Loan Scheme (ILS)

Our very grateful thanks to David and Ruth Puddick who run the free Instrument Loan Scheme, which continued to operate throughout 2021, in spite of continued challenges with Covid. They report as follows:

There was very little activity with the ILS during the first few months of 2021, but there was an encouraging upsurge at the start of the new academic year in September with loan renewals showing that pupils were continuing to play their instruments, although a number were returned. The renewal process was conducted electronically for the first time, saving time and postage. ILS continued to receive many very generous donations from families who have an instrument on loan, with a total of around £1,300 contributed largely by BACS. This is lower than previous years, but we received £850 gift-aid from previous years' donations. In addition, the sale of a guitar which was donated in 2020 raised £450. We were particularly grateful for the donation of over £6,000 to the ILS following the sad closure of the Bude Music Society. These funds enabled us to finally purchase 12 reconditioned flutes to replace 10 old worn-out ones, an ambition which we have had for several years

now. Other purchases include 5 cellos from a teacher in North Devon who was down-sizing and 10 violins from a Primary School in East Cornwall, as well as a new cello and viola. In addition, we received the following instrument donations: 4 violins, 2 cellos, 2 guitars and a trumpet. The ILS inventory has grown and now stands at a total of 255 instruments with a replacement value of just under £60,000. At the time of writing some 155 of these instruments are out on loan and there are tentative signs of an increase in pupils taking up instruments.

3. Workshops

The schools were delighted that we were able to provide Workshops again in 2021, after two years without, and we invited the very popular Graffiti Classics back, funded by the D'Oyly Carte Charitable Trust and the OneFamily Foundation. A few schools pulled out just before the Workshops, but this inspiring String Quartet enthralled over 1000 children at 10 schools for a week in October. SWSW received some very enthusiastic comments from the children at several schools and at least one pupil was inspired to start learning an instrument.

4. SWSW Award (Perryman/Bolitho)

Because of Covid-19, there were no Awards made, but the money is once again being held over to 2022: up to 3 Awards of £100 will be made, and up to 3 runners up will each receive £50. To compensate for the lack of Awards in 2021, Perseverance Certificates were offered to children who had made considerable progress having had only online lessons. 13 Certificates were sent out. Also, 2 pupils benefitted from Covid Catch-up lessons offered to talented pupils who were unable to have face-to-face lessons during Covid restrictions.

The Music Therapy Steering Group

In 2021, Cornwall Music Service Trust (CMST) set up a Music Therapy Steering Group (MTSG) and SWSW signed an agreement to be an active member of the group, which meets three times a year (electronically where necessary). The Committee includes 2 representatives from SWSW, as well as 2 from CMST and 2 from the former Cornwall Music Therapy Trust (CMTT), with the aim of collaborating with fundraising and provision of Music Therapy. Jackie Brant (former Chair of CMTT) is the Chair of MTSG and Rosie Richardson (SWSW Patron) is the Vice Chair of the group.

Regulations

GDPR: Sound Waves South West has an up-to-date Data Protection and Privacy policy for the creation and maintenance of our mailing lists.

Child Protection, Safeguarding and Equality policies: None of the Trustees have any contact with the children, and all of our Music Therapists work through the Cornwall Music Service Trust and have the necessary Safeguarding checks to work with children and vulnerable adults. SWSW has prepared a Safeguarding Policy and an Equality Policy.

Risk Assessment: We continue to work on the Risk Assessment. In the past one of our main risks has been lack of funds for Music Therapy and ILS, but that was not a problem in 2021.

Thanks to the SWSW team

I would like to express my sincere thanks to all the Trustees and our Secretary, Sam Kendrick, for their continued help and hard work in the past year.

Grateful thanks to our Patrons, Rosie Richardson and Duncan Honeybourne, and to our founder Judyth Gwynne for their continued support. Thanks also to our Friends and donors, and to our Webmaster, Tom Westlake.

Mrs Janet Ash, Chair SWSW, 05-04-2022

Approval

Signed Janet E. Ash
Chair

Signed A.C. Philp
Trustee

Name JANET E. ASH

Name A.C. PHILP

Date 5th April 2022

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

**Income and Expenditure Account
Year Ended 31 December 2021**



Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2021

Income	2021 £	2020 £	2019 £
Contributions from schools			
Music Therapy	5,212	3,630	7,240
Workshops	-	-	-
	5,212	3,630	7,240
Donations			
Music Therapy	4,714	14,405	8,104
Instrument Loan Scheme	8,410	4,680	1,769
Workshops	2,340	1,800	3,000
Whitstone Head School	62,426	-	-
Administration	102	1,351	820
General purposes	178	1,195	786
	78,170	23,431	14,479
Fund-raising			
General events	-	149	1,280
	-	149	1,280
Other Income			
Membership	251	231	269
Boxes	71	70	154
Tax refund	2,850	1,326	493
Total Income	86,554	28,837	23,915

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2021

Expenditure	2021	2020	2019
	£	£	£
Music Therapists	15,776	6,421	17,558
Workshops	6,200	-	-
Instrument Loan Scheme	5,583	2,829	1,342
Music Therapy Hardware	-	881	-
Fundraising expenses	-	-	233
Perryman/Bolitho Award	-	-	150
	<u>27,559</u>	<u>10,131</u>	<u>19,283</u>
Administration			
Secretarial	2,980	1,470	2,410
Consultancy	270	570	180
Postage	134	218	92
Stationery	97	75	75
Telephone and internet	-	-	120
Insurance	682	604	591
Internet/Computer	986	-	-
ILS	528	488	720
Rent	600	600	500
Bank Charge	-	-	20
	<u>6,277</u>	<u>4,025</u>	<u>4,708</u>
Total Expenditure	<u>33,836</u>	<u>14,156</u>	<u>23,991</u>
Excess of Income/(Expenditure)	<u>52,718</u>	<u>14,681</u>	<u>(76)</u>

Summary of Funds

	£		£
Balance B/Fwd	32,197		
Excess of Expenditure	52,718	Balance C/Fwd	84,915
	<u>84,915</u>		<u>84,915</u>

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31st December 2021

Notes to the Income and Expenditure Accounts

Note 1 - Summary of funds as at 31 December 2021

	£
Unrestricted funds	
General fund	69,363
Restricted funds	
ILS	4,544
Music Therapy General	7,263
Workshops in schools	2,460
Perryman/Bolitho Award	1,285
	<u>15,552</u>
Total funds	<u><u>84,915</u></u>

The above Income and Expenditure Accounts set out on pages 1 and 2 have been produced from the books records information and explanations supplied to us and we certify it to be in accordance therewith.

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Janet E. Ash

Chairman

Mrs J Ash

A.C. Philp
Treasurer

Mr T Philp

5th April 2022
Date

For and on behalf of
Sound Waves South West Music and Music Therapy Trust

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

Charity Incorporated Organisation

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 December 2021**



Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Sound Waves South West Music and Music Therapy Trust

Contents of the Financial Statements
for the Year Ended 31 December 2021

	Page
Report to Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to the Financial Statements	5 to 6
Detailed Statement of Financial Activities	7

Sound Waves South West Music and Music Therapy Trust

Report of the Trustees
for the Year Ended 31 December 2021

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1167138

Principal Address

Duckpool Cottage
Woodford
Bude
Cornwall
EX23 9JN

Trustees

Janet Ash
Clare Monro
Dr David Puddick
Jayne Ensell-Bowen
Tony Philp
Sally McGuinness Appointed 13 April 2021

Independent Examiner

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Objectives of the Charity

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Governing document

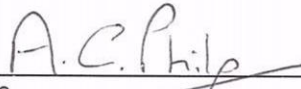
The Charity is a foundation CIO where the Trustees are also the members.

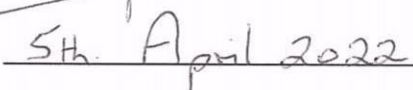
The Governing document of the Charity is the Constitution adopted on registration on 17 May 2016. No changes to the constitution were made during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ON BEHALF OF THE BOARD:



Trustee
Date 

Independent Examiner's Report to the Trustees of
Sound Waves South West Music and Music Therapy Trust

I report on the accounts for the year ended 31 December 2021 set out on pages three to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - ▶ to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - ▶ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Leonard & Co

Date

3 | 3 | 2022

Sound Waves South West Music and Music Therapy Trust

Statement of Financial Activities
for the Year Ended 31 December 2021

		Unrestricted Fund	Restricted Funds	31.12.21 Total Funds	31.12.20 Total Funds
	Notes	£	£	£	£
INCOMING RESOURCES					
Voluntary income		62,957	15,464	78,421	23,662
Activities for generating funds	2	-	-	-	149
Other income		71	8,062	8,133	5,026
Total incoming resources		<u>63,028</u>	<u>23,526</u>	<u>86,554</u>	<u>28,837</u>
RESOURCES EXPENDED					
Music Therapy		-	15,776	15,776	7,302
Instrument Loan Scheme		-	5,583	5,583	2,829
Workshops		-	6,200	6,200	-
Governance costs		240	-	240	240
Other		5,236	801	6,037	3,785
Total resources expended		<u>5,476</u>	<u>28,360</u>	<u>33,836</u>	<u>14,156</u>
NET MOVEMENT IN FUNDS		<u>57,552</u>	<u>(4,834)</u>	<u>52,718</u>	<u>14,681</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>5,385</u>	<u>26,812</u>	<u>32,197</u>	<u>17,516</u>
Transfers between funds		<u>6,426</u>	<u>(6,426)</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>69,363</u></u>	<u><u>15,552</u></u>	<u><u>84,915</u></u>	<u><u>32,197</u></u>

The notes form part of these financial statements

Sound Waves South West Music and Music Therapy Trust

Balance Sheet

As at 31 December 2021

	Unrestricted Fund £	Restricted Funds £	31.12.21 Total Funds £	31.12.20 Total Funds £
FIXED ASSETS				
Tangible assets	-	-	-	-
CURRENT ASSETS				
Investment Bond	50,000	-	50,000	-
Cash and bank and in hand	19,363	15,552	34,915	32,197
NET CURRENT ASSETS	<u>69,363</u>	<u>15,552</u>	<u>84,915</u>	<u>32,197</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	69,363	15,552	84,915	32,197
NET ASSETS	<u>69,363</u>	<u>15,552</u>	<u>84,915</u>	<u>32,197</u>
FUNDS				
Unrestricted funds			69,363	5,385
Restricted Funds			15,552	26,812
TOTAL FUNDS			<u>84,915</u>	<u>32,197</u>

The financial statements were approved by the Board of Trustees on 5th April 2022 and were signed on its behalf by:

A.C. Philip
Trustee

The notes form part of these financial statements

1) **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

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

Further explanation of the nature and purpose of each fund accounts is included in the notes to the financial statements.

2) **ACTIVITIES FOR GENERATING FUNDS**

	31.12.21	31.12.20
	£	£
Fundraising events	<u>-</u>	<u>149</u>

Notes to the Financial Statements
for the Year Ended 31 December 2021

3) TRUSTEES' REMUNERATION AND BENEFITS

As at 31 December 2021 payments totalling £528 were paid to a Trustee to help run the charity's Instrument Loan Scheme. (31 December 2020 - £488)

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

4) MOVEMENT IN FUNDS

	At 01.01.21 £	Income £	Transfers £	Expenditure £	At 31.12.21 £
Unrestricted funds					
General fund	5,385	63,028	6,426	(5,476)	69,363
Restricted funds					
ILS	1,848	9,260	-	(6,564)	4,544
Music Therapy Contingency Fund	17,359	11,926	(6,426)	(15,596)	7,263
Workshops in schools	6,320	2,340	-	(6,200)	2,460
Perryman/Bolitho Award	1,285	-	-	-	1,285
	<u>26,812</u>	<u>23,526</u>	<u>(6,426)</u>	<u>(28,360)</u>	<u>15,552</u>
TOTAL FUNDS	<u><u>32,197</u></u>	<u><u>86,554</u></u>	<u><u>-</u></u>	<u><u>(33,836)</u></u>	<u><u>84,915</u></u>

Sound Waves South West Music and Music Therapy Trust

Detailed Statement of Financial Activities
for the Year Ended 31 December 2021

	31.12.21 £	31.12.20 £
INCOMING RESOURCES		
Voluntary income		
Donations		
Music Therapy	4,714	14,405
Instrument Loan Scheme	8,410	4,680
Workshops	2,340	1,800
Whitstone Head School	62,426	-
Administration	102	1,351
General Purposes	178	1,195
Memberships	251	231
	<u>78,421</u>	<u>23,662</u>
Activities for generating funds		
Fundraising events	-	149
Other incoming resources		
Boxes	71	70
Contributions from schools	5,212	3,630
Tax Refund	2,850	1,326
	<u>8,133</u>	<u>5,026</u>
Total incoming resources	<u>86,554</u>	<u>28,837</u>
RESOURCES EXPENDED		
Charitable activities		
Music Therapy	15,776	6,421
Instrument Loan Scheme	5,583	2,829
Music Therapy Hardware	-	881
Workshops	6,200	-
	<u>27,559</u>	<u>10,131</u>
Governance costs		
Accountancy	240	240
	<u>240</u>	<u>240</u>
Other		
Postage & Stationery	231	293
Consultancy	30	330
Insurance	682	604
Internet/Computer	986	-
Secretarial	2,980	1,470
Rent	600	600
ILS	528	488
	<u>6,037</u>	<u>3,785</u>
Total resources expended	<u>33,836</u>	<u>14,156</u>
Net Income/(Expenses)	<u><u>52,718</u></u>	<u><u>14,681</u></u>

This page does not form part of the statutory financial statements

SOUND WAVES SOUTH WEST MUSIC AND MUSIC THERAPY TRUST

England & Wales - Charity number 1167138

Accounts

SWSW ANNUAL GENERAL MEETING

13th APRIL 2021

Via Zoom

Chairman's Report for the year ending December 2020

Summary:

- **Administrative details**
- **Overview of 2020**
- **Financial and Fund raising:** Grants received; Other major income; Fund raising events; Membership and other donations
- **Main activities and Achievements:**
 1. Music Therapy
 2. Instrument Loan Scheme
 3. Workshops in Schools
 4. SWSW Award
- **Regulations:**
 1. Data Protection and Privacy Policies (GDPR)
 2. Child Protection, Safeguarding and Equality Policies
 3. Risk Assessment
- **Future plans**

Collaboration with Cornwall Music Service Trust and Cornwall Music Therapy Trust
- **Thanks to our team:** Therapists, Trustees and Committee, Patrons, Friends, Web designer

Administrative Details

- **Charity Name**
The legal name of the Charity is: Sound Waves South West Music and Music Therapy Trust
- **Charity Legal Structure**
The Charity is registered in England and Wales and is a Charitable Incorporated Organisation (CIO) No: 1167138. The governing document of the Charity is the Constitution of the CIO as approved by the Charity Commission in England and Wales (CCEW).
- **Principal operating address and contact**
Duckpool Cottage
Woodford, Bude
Cornwall EX23 9JN
Email: info@soundwaves-sw.co.uk
Web address: www.soundwaves-sw.co.uk
- **Trustees and Secretary in office on the date the report was approved**

Mrs J Ash	Chair
Mrs C Monro	Vice Chair
Mr A Philp	Treasurer
Mr D Puddick	Trustee
Mrs J Ensell-Bowen	Trustee
Mrs S McGuiness	Trustee

Part-time Secretary: Mrs S Kendrick

Objectives:

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Overview of 2020

2020 must have been one of the most difficult years for all Charities due to Covid-19 restrictions and sadly we were not able to provide as much Music Therapy as normal because of the closure of the schools. Also, there were no school Workshops and no Perryman/Bolitho Award but the Instrument Loan Scheme was able to continue, with limited activity, throughout the pandemic. However, Sound Waves South West was fortunate to receive some substantial donations during the year, thanks to the hard work of the Committee. This income, together with less outlay, meant that the lack of fund-raising events was not a financial problem. Most of the SWSW regular meetings (10 out of 12) were held electronically via Zoom.

Financial and Fund Raising

- **Grants received in 2020: total £12,000**

Leonard Laity Stoate Charitable Trust (for MT): £1,000
Cornwall Council (Barry Jordan Councillor): £300
Patrick Rowland Foundation (for MT): £500
Ardwick Trust: £100
Stephen Bloch Image of Disability Trust: £1,500
RES Solar Farm Holdings (Tamar Heights Fund for MT and ILS): £6,000
CAF donation: £500
Golsoncott Foundation: £600
Lynn Foundation: £500
Alchemy Foundation: £500
HDH Wills 1965 Charitable Trust: £500

- **Other major income: total £15,280**
Auction of items (in aid of SWSW): £8,311
Contributions for MT from schools: £3,630 (down from £7,240 in 2019)
Contributions towards ILS: £1,993
HMRC Tax reclaim: £1,326
- **Fund-raising event in 2020: Total: £668**
Rosie Richardson (Patron) choral workshops £419
Pancrasweek coffee morning £149
- **Other income: Total: £301**
Friends/Membership: £231
Collection Boxes: £70

Main Activities

1. Music Therapy

This was the first time for many years that funding for Music Therapy had not been the main challenge. SWSW had the funding available but Covid-19 restrictions meant that the schools were closed for much of the year. Thank you to our Music Therapist, Mike Hewitt, for his work at Bude Primary Poppy Unit, Camelford ARB Unit and Otterham Primary School.

Bude Primary Federation (Poppy Unit)

The Poppy Unit was able to provide Music Therapy for 23 of the normal 36 weeks (January to March, and September to December but none in the summer term) and 6 children benefitted weekly from this service (covering 1 full day).

Camelford Schools: Half a day per week (for 3 children) was provided for a total of 17 weeks from January to March and October to December.

Otterham: Here, they only managed to have Music Therapy for one child for 8 weeks in the Spring term.

Pathfield School, Barnstaple: We reported last year that Pathfield School was able to fund all the Music Therapy required. This year we have been able to fund a range of percussion and keyboard instruments for the Music Therapist. The funds for these instruments came from the RES Solar Farm Holdings (Tamar Heights Fund), as the request was that we use the funds for Music Therapy and Instrument Loan Scheme. Thanks to Lucy Collins-Pettit for her continued work as Music Therapist at Pathfield.

During the year, we also received a request for a Music Therapy for one child at Abbotsham School but we were unable to help because it was too far for a Music Therapist to travel just for one pupil and there are no available Music Therapists near Bideford.

2. Instrument Loan Scheme (ILS)

Our very grateful thanks to David and Ruth Puddick who run the free Instrument Loan Scheme, which continued to operate throughout 2020. They report as follows:

Just after last year's AGM, when we reported on 2019 activities, we went into lockdown, but resolved that the ILS should continue to support all the pupils with instrument loans, in spite of the fact that continuing formal lessons (one of the key requirements for a loan) would not be possible for many of them. No new loans or returns were processed for about 8 weeks, to conform with Covid regulations. Some teachers were able to continue online when this was acceptable to the pupils. Even when schools re-opened in the Autumn term, few music instrument teachers were allowed in. In September, most of the loans were renewed and during the year there were fewer instrument returns than expected. We received a lot of very generous donations from the parents/guardians, many by BACS: a total of £1,593 in 2020, which was similar to that received in 2019.

In March 2020 we entered into an informal relationship with Okehampton Music Centre whereby we supplied them with a number of violas and cellos for their pupils. In return, we received a generous donation of £300.

Yet again the scheme has benefitted from many instrument donations. We are most grateful to Tina Gladwin, who upon her retirement as a N. Devon teacher, donated 8 violins. A further 5 violins were donated from various sources over the year, plus 2 flutes and 2 trombones. Also, during the year we were able to use funds from donations and from the Tamar Heights Solar Farm Covid-Recovery fund to purchase 3 new guitars, 2 pre-owned cellos and 2 new cellos, and 2 pre-owned twin-headed flutes.

At the end of 2020 the ILS inventory stood at a total of 233 instruments with a replacement value of just under £52,000 and around 120 of these instruments out on loan.

3. Workshops

In 2019, it was the lack of funding that meant we were unable to hold the usual week of Workshops. However, in 2020 we had the funding, thanks to a grant from the D'Oyly Carte Charitable Trust, but were not able to hold the Workshops because of Covid-19. The funds have been held over until 2021, when we have provisionally booked Graffiti Classics for a week in October.

4. SWSW Award (Perryman/Bolitho)

Again, because of Covid-19, there were no Awards made. It was considered unfair to make awards only to those children who were able to continue Music Lessons via electronic means. However, it was agreed that the prize money due to be awarded in 2020 would be held over until 2021, but it is unlikely that the usual Awards will be made in 2021 either.

Regulations

GDPR: Sound Waves South West has an up-to-date Data Protection and Privacy policy for the creation and maintenance of our mailing lists.

Child Protection, Safeguarding and Equality policies: None of the Trustees have any contact with the children, and all of our Therapists have the necessary Safeguarding checks to work with children, and vulnerable adults. However, SWSW has prepared a Safeguarding Policy and an Equality Policy.

Risk Assessment: We continue to work on the Risk Assessment. In the past one of our main risks is lack of funds for Music Therapy, but that has not been a problem in 2020.

Future Plans

In 2020, the plans for Cornwall Music Service Trust (CMST) to set up a Music Therapy Strategy Committee were put on hold, again due to Covid-19 restrictions. The Committee will include 2 representatives from SWSW, as well as 2 from CMST and 2 from the Cornwall Music Therapy Trust (CMTT), with the aim of collaborating with fundraising and provision of Music Therapy. Mike Hewitt continues to be employed by the Cornwall Music Service Trust for his work at the Poppy Unit in Bude. We also started discussions with another newly-qualified Music Therapist who wishes to start offering Music Therapy in Torbay in Devon.

Thanks to the SWSW team

I would like to express my sincere thanks to all the Trustees and our Secretary, Sam Kendrick for their continued help in the past year. Particular thanks to our Treasurer, Tony Philp for his work on claiming the HMRC Gift Aid. We were sorry that our previous Treasurer, Rowly Pillman, resigned in 2020 as he is living in Worcester and sadly, we were unable to hold a farewell meal. Grateful thanks to our Patrons: Rosie Richardson for organising the Choral Workshop in January in aid of SWSW, and Duncan Honeybourne for his continued support. Thanks also to our Friends and donors, and to our Webmaster, Tom Westlake, who has created an excellent new website.

Mrs Janet Ash
Chair SWSW
13th April 2021

Approval

Signed Janet E. Ash
Chairman

Signed..... Tony Philp
Trustee 2

Name JANET E. ASH

Name..... TONY PHILP.....

Date 13 - APRIL 2021

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

**Income and Expenditure Account
Year Ended 31 December 2020**

 **Leonard & Co**
Chartered Certified Accountants
Lane Mill
Woolery
Bideford
Devon
EX39 5PZ

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2020

Income	2020 £	2019 £	2018 £
Contributions from schools			
Music Therapy	3,630	7,240	6,418
Workshops	-	-	900
	3,630	7,240	7,318
Donations			
Music Therapy	14,405	8,104	7,934
Instrument Loan Scheme	4,680	1,769	1,597
Workshops	1,800	3,000	-
Administration	1,351	820	1,158
General purposes	1,195	786	2,491
	23,431	14,479	13,180
Fund-raising			
General events	149	1,280	652
	149	1,280	652
Other Income			
Membership	231	269	251
Boxes	70	154	153
Tax refund	1,326	493	-
Total Income	28,837	23,915	21,554

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31 December 2020

Expenditure	2020	2019	2018
	£	£	£
Music Therapists	6,421	17,558	21,556
Workshops	-	-	5,980
Instrument Loan Scheme	2,829	1,342	1,457
Music Therapy Hardware	881	-	160
Fundraising expenses	-	233	1,360
Perryman/Bolitho Award	-	150	150
	<u>10,131</u>	<u>19,283</u>	<u>30,663</u>
Administration			
Secretarial	1,470	2,410	2,040
Consultancy	570	180	180
Postage	218	92	154
Stationery	75	75	292
Telephone and internet	-	120	-
Insurance	604	591	193
Recruitment expenses & others	-	-	250
ILS	488	720	720
Rent	600	500	450
Bank Charge	-	20	-
	<u>4,025</u>	<u>4,708</u>	<u>4,279</u>
Total Expenditure	<u>14,156</u>	<u>23,991</u>	<u>34,942</u>
Excess of Income/(Expenditure)	<u>14,681</u>	<u>(76)</u>	<u>(13,388)</u>

Summary of Funds

Balance B/Fwd	£		£
	17,516		
Excess of Expenditure	14,681	Balance C/Fwd	32,197
	<u>32,197</u>		<u>32,197</u>

SOUND WAVES SOUTH WEST MUSIC & MUSIC THERAPY TRUST

Registered No. 1167138

Income and Expenditure Account Year Ended 31st December 2020

Notes to the Income and Expenditure Accounts

Note 1 - Summary of funds as at 31 December 2020

	£
Unrestricted funds	
General fund	5,385
Restricted funds	
ILS	1,848
Music Therapy General	17,359
Workshops in schools	6,320
Perryman/Bolitho Award	1,285
	<u>26,812</u>
Total funds	<u>32,197</u>

The above Income and Expenditure Accounts set out on pages 1 and 2 have been produced from the books records information and explanations supplied to us and we certify it to be in accordance therewith.

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Leonard & Co

Janeer B. Ash

Chairman

Mrs J Ash

Tony Philp

Treasurer

Mr T Philp

13th April 2021
Date

For and on behalf of
Sound Waves South West Music and Music Therapy Trust

**SOUND WAVES SOUTH WEST MUSIC
& MUSIC THERAPY TRUST**

Registered No. 1167138

Charity Incorporated Organisation

**Report of the Trustees and
Unaudited Financial Statements for the
Year Ended 31 December 2020**



Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Sound Waves South West Music and Music Therapy Trust

Contents of the Financial Statements
for the Year Ended 31 December 2020

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Notes to the Financial Statements	5 to 6
Detailed Statement of Financial Activities	7

Sound Waves South West Music and Music Therapy Trust

Report of the Trustees
for the Year Ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1167138

Principal Address

Duckpool Cottage
Woodford
Bude
Cornwall
EX23 9JN

Trustees

Janet Ash
Clare Monro
Rowly Pillman (Resigned 7 April 2020)
Dr David Puddick
Jayne Ensell-Bowen
Tony Philp

Independent Examiner

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsery
Bideford
Devon
EX39 5PZ

Objectives of the Charity

To advance public education in music, art, drama and dance and the relief of sickness in particular through the provision of music therapy.

Governing document

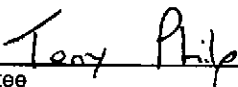
The Charity is a foundation CIO where the Trustees are also the members.

The Governing document of the Charity is the Constitution adopted on registration on 17 May 2016. No changes to the constitution were made during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

ON BEHALF OF THE BOARD:


Trustee

Date 13th April 2021

Independent Examiner's Report to the Trustees of
Sound Waves South West Music and Music Therapy Trust

I report on the accounts for the year ended 31 December 2020 set out on pages three to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - ▶ to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - ▶ to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Leonard & Co
Chartered Certified Accountants
Lane Mill
Woolsey
Bideford
Devon
EX39 5PZ

Leonard & Co

Date

2 / 3 / 2021

Sound Waves South West Music and Music Therapy Trust

Statement of Financial Activities
for the Year Ended 31 December 2020

	Notes	Unrestricted Fund £	Restricted Funds £	31.12.20 Total Funds £	31.12.19 Total Funds £
INCOMING RESOURCES					
Voluntary income		3,002	20,660	23,662	14,748
Activities for generating funds	2	-	149	149	1,280
Other income		1,396	3,630	5,026	7,887
Total incoming resources		<u>4,398</u>	<u>24,439</u>	<u>28,837</u>	<u>23,915</u>
RESOURCES EXPENDED					
Music Therapy		-	7,302	7,302	17,558
Instrument Loan Scheme		-	2,829	2,829	1,342
Fundraising costs		-	-	-	233
Perryman/Bollitho Award		-	-	-	150
Governance costs		240	-	240	180
Other		3,168	617	3,785	4,528
Total resources expended		<u>3,408</u>	<u>10,748</u>	<u>14,156</u>	<u>23,991</u>
NET MOVEMENT IN FUNDS		990	13,691	14,681	(76)
RECONCILIATION OF FUNDS					
Total funds brought forward		4,045	13,471	17,516	17,592
Transfers between funds		350	(350)	-	-
TOTAL FUNDS CARRIED FORWARD		<u>5,385</u>	<u>26,812</u>	<u>32,197</u>	<u>17,516</u>

The notes form part of these financial statements

Sound Waves South West Music and Music Therapy Trust

Balance Sheet

As at 31 December 2020

	Unrestricted Fund £	Restricted Funds £	31.12.20 Total Funds £	31.12.19 Total Funds £
FIXED ASSETS				
Tangible assets	-	-	-	-
CURRENT ASSETS				
Cash and bank and in hand	5,385	26,812	32,197	17,516
NET CURRENT ASSETS	<u>5,385</u>	<u>26,812</u>	<u>32,197</u>	<u>17,516</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	5,385	26,812	32,197	17,516
NET ASSETS	<u>5,385</u>	<u>26,812</u>	<u>32,197</u>	<u>17,516</u>
FUNDS				
Unrestricted funds			5,385	4,045
Restricted Funds			26,812	13,471
TOTAL FUNDS			<u>32,197</u>	<u>17,516</u>

The financial statements were approved by the Board of Trustees on 13-04-21 and were signed on its behalf by:

Trustee Janet E. Ash

The notes form part of these financial statements

1) **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Taxation

The charity is exempt from tax on its charitable activities.

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 purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund accounts is included in the notes to the financial statements.

2) **ACTIVITIES FOR GENERATING FUNDS**

	31.12.20 £	31.12.19 £
Fundraising events	<u>149</u>	<u>1,280</u>

Sound Waves South West Music and Music Therapy Trust

Notes to the Financial Statements
for the Year Ended 31 December 2020

3) **TRUSTEES' REMUNERATION AND BENEFITS**

As at 31 December 2020 payments totalling £488 were paid to a Trustee to help run the charity's Instrument Loan Scheme. (31 December 2019 - £720)

Trustees' expenses

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

4) **MOVEMENT IN FUNDS**

	At 01.01.20 £	Income £	Transfers £	Expenditure £	At 31.12.20 £
Unrestricted funds					
General fund	4,045	4,398	350	(3,408)	5,385
Restricted funds					
ILS	614	4,680	-	(3,446)	1,848
Music Therapy Contingency Fund	7,052	17,959	(350)	(7,302)	17,359
Workshops in schools	4,520	1,800	-	-	6,320
Perryman/Bolitho Award	1,285	-	-	-	1,285
	<u>13,471</u>	<u>24,439</u>	<u>(350)</u>	<u>(10,748)</u>	<u>26,812</u>
TOTAL FUNDS	<u>17,516</u>	<u>28,837</u>	<u>-</u>	<u>(14,156)</u>	<u>32,197</u>

Sound Waves South West Music and Music Therapy Trust

Detailed Statement of Financial Activities
for the Year Ended 31 December 2020

	31.12.20	31.12.19
	£	£
INCOMING RESOURCES		
Voluntary Income		
Donations		
Music Therapy	14,405	8,104
Instrument Loan Scheme	4,680	1,769
Workshops	1,800	3,000
Administration	1,351	820
General Purposes	1,195	786
Memberships	231	269
	<u>23,662</u>	<u>14,748</u>
Activities for generating funds		
Fundraising events	149	1,280
Other incoming resources		
Boxes	70	154
Contributions from schools	3,630	7,240
Tax Refund	1,326	493
	<u>5,026</u>	<u>7,887</u>
Total incoming resources	<u>28,837</u>	<u>23,915</u>
RESOURCES EXPENDED		
Charitable activities		
Music Therapy	6,421	17,558
Instrument Loan Scheme	2,829	1,342
Music Therapy Hardware	881	-
Fundraising costs	-	233
School Workshops	-	-
Perryman/Bolltho Award	-	150
	<u>10,131</u>	<u>19,283</u>
Governance costs		
Accountancy	240	180
	<u>240</u>	<u>180</u>
Other		
Postage & Stationery	293	167
Consultancy	330	-
Insurance	604	591
Telephone	-	120
Secretarial	1,470	2,410
Rent	600	500
ILS	488	720
Bank Charges	-	20
	<u>3,785</u>	<u>4,528</u>
Total resources expended	<u>14,156</u>	<u>23,991</u>
Net Income/(Expenses)	<u>14,681</u>	<u>(76)</u>

This page does not form part of the statutory financial statements