



# Trustees' Annual Report for the period

| Period start date |     |       |      | Period end date |     |       |      |
|-------------------|-----|-------|------|-----------------|-----|-------|------|
| From              | Day | Month | Year | To              | Day | Month | Year |
|                   | 01  | 09    | 2019 |                 | 31  | 07    | 2020 |

## Section A Reference and administration details

Charity name

Music in Mind CIO

Other names charity is known by

Registered charity number (if any)

1169001

Charity's principal address

39 York Avenue

Crosby

Liverpool

Postcode

L23 5RN

### Names of the charity trustees who manage the charity

|    | Trustee name       | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-----------------|-----------------------------------|---|
| 1  | Alan Edward Penton | Chair           |                                   |   |
| 2  | Dr Ade Taiwo       |                 |                                   |   |
| 3  | Mark Peter Murray  |                 |                                   |   |
| 4  | Mark Nankivell     |                 |                                   |   |
| 5  |                    |                 |                                   |   |
| 6  |                    |                 |                                   |   |
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| 17 |                    |                 |                                   |   |
| 18 |                    |                 |                                   |   |
| 19 |                    |                 |                                   |   |
| 20 |                    |                 |                                   |   |

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution   |
| How the charity is constituted<br>(eg. trust, association, company) | Foundation Model   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Appointed by the Chair of the trustees and the trustees. |

### Additional governance issues (Optional information)

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

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

|  |
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## Section C Objectives and activities

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

To promote the good health of the general public through the use of music and the arts.

To advance the education of the public in the health benefits of music and the arts through educational workshops and performances.

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

**The main activities during the year were:**

1. Hidden Voice Schools and Communities Project
2. Like a Butterfly- Community workshops, creative sessions and auditions.
3. Development of the 'Behind Doors' project in partnership with The Calico Group
4. Development of the 'Voices of Reflection - The Lockdown Project' in partnership with Regenda.
5. Continuation of the 'Singing Makes You Happy' dementia workshops with The Brain Charity.

The Hidden Voice dementia project continued to be a central focus for the charity through 2019 and 2020. A large scale schools and communities project began in the autumn of 2019 with 7 Wirral secondary schools engaging in a 6 week long creative project using music, dance, drama and spoken word to create performance pieces based on the themes within Hidden Voice. The project culminated in a highly successful performance at The Gladstone Theatre involving over 100 performers and musicians from the Royal Liverpool Philharmonic Orchestra. Music In Mind continued to liaise with Dame Evelyn Glennie and the American organisation Memory Bridge about a dementia awareness project for development on 2022.

The early months of 2020 also saw the development of the 'Like a Butterfly' project that fuses dance and boxing to engage young people in the North West in dance and promote well being. The project was developed in partnership with Culture Warrington and involved community dancers, schools and the Warrington ABC and North Mersey amateur boxing clubs. A series of creative workshops between local dancers and boxers took place in the boxing gyms to explore the relationship between the movements in boxing and contemporary dance. The project was aiming to culminate in 3 public performances in Warrington and Liverpool in May and final auditions took place at Culture Warrington's Pyramid Theatre on 15<sup>th</sup> February. Unfortunately, the project was postponed due to the Covid 19 outbreak and will be rescheduled for 2020.

Although public workshops, performances and educational sessions had to be cancelled due to Covid 19, we were able to continue work on 2 projects during the lockdown period: The 'Behind Doors' project in partnership with The Calico Group, giving a voice to victims and perpetrators of domestic abuse and 'Reflective Voices of Lockdown'. The filming sessions for 'Behind Doors' began in late 2019 at the SafeNet refuge and we were able to continue the creative work remotely during the lockdown period. A public performance was prepared for live stream in October of 2020. The 'Reflective Voices of Lockdown' was a commission from Regenda Homes with funding from Arts Council England to create a multimedia opera based on a range of voices affected by the pandemic. The project began with 4 months of online interviews with 90 people from across the North West to capture a broad range of experiences during the pandemic. The work was due to be premiered at the 'Good Business Festival' in October 2020 and will now be performed as part of the Good Business festival events in July 2020.

## Additional details of objectives and activities (Optional information)

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

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

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The charity continued to engage in a range of projects that used music and the arts to raise awareness and educate the public about key issues in society. The Hidden Voice dementia project continued to be a focus and the engagement with the Calico Group expanded the charity's work into the field of domestic abuse.

The Covid 19 pandemic had both an adverse and a positive effect. We were forced to suspend all the live performance and educational work from the beginning of the lockdown in March, including the 'Like a Butterfly' project, however we were able to use the pandemic to develop a project in partnership with the Regenda Group to give a voice to a wide range of issues related to the lockdown including inequality and mental health.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

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

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

**Details of any funds materially in deficit**

There are no funds materially in deficit.

**Further financial review details (Optional information)**

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

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

All of the projects follow a community engagement model in support of the Music In Mind charitable aims.

**Section F****Other optional information**

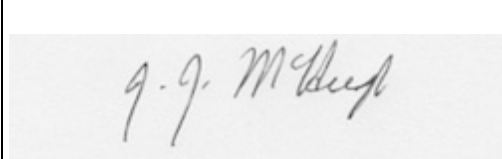
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**Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Alan Edward Penton

John James McHugh

Position (eg Secretary, Chair, etc)

Chair of Trustees.

Secretary

Date

04/06/2021

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 July 2020  
for  
Music in Mind CIO

Dufton Kellner Limited  
Chartered Accountants  
Barnston House  
Beacon Lane  
Heswall  
Wirral  
Merseyside  
CH60 0EE

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

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The trustees present their report with the financial statements of the charity for the year ending 31 July 2020 which have been prepared on a receipts and payments basis under sections 132-166 of the Charities Act 2011.

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The objects of the CIO are:-

To promote and protect the good health of the general public through the use of music and the arts.

To advance the education of the public in the health benefits of music and the arts through educational workshops and performances.

### **Public benefit**

The trustees are meeting their public benefit requirement by ensuring the general public benefit from any performances that take place and any workshops that take place are accessible by all.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

The main activities during the year were:

1. Hidden Voice Schools and Communities Project
2. Like a Butterfly- Community workshops, creative sessions and auditions.
3. Development of the 'Behind Doors' project in partnership with The Calico Group
4. Development of the 'Reflective Voices of Lockdown' project in partnership with Regenda
5. Continuation of the 'Singing Makes You Happy' dementia workshops with The Brain Charity

The Hidden Voice dementia project continued to be a central focus for the charity through 2019 and 2020. A large scale schools and communities project began in the autumn of 2019 with 7 Wirral secondary schools engaging in a 6 week long creative project using music, dance, drama and spoken word to create performance pieces based on the themes within Hidden Voice. The project culminated in a highly successful performance at The Gladstone Theatre involving over 100 performers and musicians from the Royal Liverpool Philharmonic Orchestra. Music In Mind continued to liaise with Dame Evelyn Glennie and the American organisation Memory Bridge about a dementia awareness project for development on 2022.

The early months of 2020 also saw the development of the 'Like a Butterfly' project that fuses dance and boxing to engage young people in the North West in dance and promote well being. The project was developed in partnership with Culture Warrington and involved community dancers, schools and the Warrington ABC and North Mersey amateur boxing clubs. A series of creative workshops between local dancers and boxers took place in the boxing gyms to explore the relationship between the movements in boxing and contemporary dance. The project was aiming to culminate in 3 public performances in Warrington and Liverpool in May and final auditions took place at Culture Warrington's Pyramid Theatre on 15th February. Unfortunately, the project was postponed due to the Covid 19 outbreak and will be rescheduled for 2020.

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The trustees have carefully considered and approved all the activities during the year through regular meetings of the Board of Trustees.

## **FINANCIAL REVIEW**

### **Financial position**

The charity has been successful in securing funding from a number of sources including the Arts Council National Lottery Project Grants for both "Like a Butterfly" and "My Space". Income has also been generated from running events.

At the year end bank reserves amounted to £42,491.

### **Reserves policy**

The charity does not have a policy on reserves, however all income and property of the CIO must be applied solely towards the promotion of the objects.

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

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

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a constitution of a Charitable Incorporated Organisation, dated 30th August 2016 and amended on 1st July 2017.

### **Recruitment and appointment of new trustees**

There must be at least two charity trustees and they must be a natural person aged 16 or over.

No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the charity trustees decide, his or her acceptance of the office of charity trustee.

At least one of the trustees of the CIO must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Charity number**

1169001

### **Principal address**

39 York Avenue  
Crosby  
Liverpool  
L23 5RN

### **Trustees**

A E Pennton  
M Nankivell  
Dr A Taiwo  
M P R Murray

### **Independent Examiner**

Stuart Kellner FCA  
Dufton Kellner Limited  
Chartered Accountants  
Barnston House  
Beacon Lane  
Heswall  
Wirral  
Merseyside  
CH60 0EE

Music in Mind CIO

Report of the Trustees  
for the Year Ended 31 July 2020

Approved by order of the board of trustees on 28 May 2021 and signed on its behalf by:

M P R Murray - Trustee

**Independent examiner's report to the trustees of Music in Mind CIO**

I report to the charity trustees on my examination of the accounts of Music in Mind CIO (the Trust) for the year ended 31 July 2020.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

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

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

Stuart Kellner FCA  
Dufton Kellner Limited  
Chartered Accountants  
Barnston House  
Beacon Lane  
Heswall  
Wirral  
Merseyside  
CH60 0EE

1 June 2021

Music in Mind CIO

Statement of Financial Activities  
for the Year Ended 31 July 2020

|                                    | Notes | 31.7.20<br>Unrestricted<br>fund<br>£ | 31.7.19<br>Total<br>funds<br>£ |
|------------------------------------|-------|--------------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                                      |                                |
| Donations and legacies             |       | 35,173                               | 65,004                         |
| <b>EXPENDITURE ON</b>              |       |                                      |                                |
| Raising funds                      |       | 2,320                                | 6,783                          |
| <b>Charitable activities</b>       |       |                                      |                                |
| General                            |       | 17,695                               | 59,394                         |
| <b>Total</b>                       |       | 20,015                               | 66,177                         |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | 15,158                               | (1,173)                        |
| <b>RECONCILIATION OF FUNDS</b>     |       |                                      |                                |
| <b>Total funds brought forward</b> |       | 27,333                               | 28,506                         |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | 42,491                               | 27,333                         |

The notes form part of these financial statements

Music in Mind CIO

Statement of Financial Position  
31 July 2020

|  | Notes | 31.7.20<br>Unrestricted<br>fund<br>£ | 31.7.19<br>Total<br>funds<br>£ |
|--|-------|--------------------------------------|--------------------------------|
| <b>CURRENT ASSETS</b>                            |       |                                      |                                |
| Cash at bank                                     |       | 42,491                               | 27,333                         |
| <b>NET CURRENT ASSETS</b>                        |       | <u>42,491</u>                        | <u>27,333</u>                  |
| <b>TOTAL ASSETS LESS CURRENT<br/>LIABILITIES</b> |       | 42,491                               | 27,333                         |
| <b>NET ASSETS</b>                                |       | <u>42,491</u>                        | <u>27,333</u>                  |
| <b>FUNDS</b>                                     | 5     |                                      |                                |
| Unrestricted funds                               |       | <u>42,491</u>                        | <u>27,333</u>                  |
| <b>TOTAL FUNDS</b>                               |       | <u>42,491</u>                        | <u>27,333</u>                  |

The financial statements were approved by the Board of Trustees and authorised for issue on 28 May 2021 and were signed on its behalf by:

M P R Murray - Trustee

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charity have been prepared on a receipts and payments basis under sections 132-166 of the Charities Act 2011.

### Income

All income is recognised in the Statement of Financial Activities once the charity is in receipt of the funds.

### Expenditure

Expenditure is accounted for in the period in which it is paid 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 restricted 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 is included in the notes to the financial statements.

## 2. TRUSTEES' REMUNERATION AND BENEFITS

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

### Trustees' expenses

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

## 3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

|                                    | Unrestricted<br>fund<br>£ |
|------------------------------------|---------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |                           |
| Donations and legacies             | 65,004                    |
| <b>EXPENDITURE ON</b>              |                           |
| Raising funds                      | 6,783                     |
| <b>Charitable activities</b>       |                           |
| General                            | 59,394                    |
| <b>Total</b>                       | <hr/> 66,177              |
| <b>NET INCOME/(EXPENDITURE)</b>    | <hr/> (1,173)             |
| <b>RECONCILIATION OF FUNDS</b>     |                           |
| <b>Total funds brought forward</b> | 28,506                    |

**3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

|                   |
|-------------------|
| Unrestricted fund |
| £                 |
| <hr/>             |
| 27,333            |
| <hr/>             |

**TOTAL FUNDS CARRIED FORWARD****4. INDEPENDENT EXAMINERS REMUNERATION**

The independent examination fee was £3,600, including VAT, for the year. The annual fee is £1,800, but two years fees were paid during the year.

**5. MOVEMENT IN FUNDS**

|                           | At 1.8.19<br>£ | Net movement<br>in funds<br>£ | At<br>31.7.20<br>£ |
|---------------------------|----------------|-------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                               |                    |
| General fund              | 27,333         | 15,158                        | 42,491             |
|                           | <hr/>          | <hr/>                         | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>27,333</u>  | <u>15,158</u>                 | <u>42,491</u>      |

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

|                           | Incoming resources<br>£ | Resources expended<br>£ | Movement in funds<br>£ |
|---------------------------|-------------------------|-------------------------|------------------------|
| <b>Unrestricted funds</b> |                         |                         |                        |
| General fund              | 35,173                  | (20,015)                | 15,158                 |
|                           | <hr/>                   | <hr/>                   | <hr/>                  |
| <b>TOTAL FUNDS</b>        | <u>35,173</u>           | <u>(20,015)</u>         | <u>15,158</u>          |

**Comparatives for movement in funds**

|                           | At 1.8.18<br>£ | Net movement<br>in funds<br>£ | At<br>31.7.19<br>£ |
|---------------------------|----------------|-------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                               |                    |
| General fund              | 28,506         | (1,173)                       | 27,333             |
|                           | <hr/>          | <hr/>                         | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>28,506</u>  | <u>(1,173)</u>                | <u>27,333</u>      |



Notes to the Financial Statements - continued  
for the Year Ended 31 July 2020

**5. MOVEMENT IN FUNDS - continued**

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 65,004                     | (66,177)                   | (1,173)                   |
|                           | <hr/>                      | <hr/>                      | <hr/>                     |
| <b>TOTAL FUNDS</b>        | <u>65,004</u>              | <u>(66,177)</u>            | <u>(1,173)</u>            |

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

|                           | At 1.8.18<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.20<br>£ |
|---------------------------|----------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                                  |                    |
| General fund              | 28,506         | 13,985                           | 42,491             |
|                           | <hr/>          | <hr/>                            | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>28,506</u>  | <u>13,985</u>                    | <u>42,491</u>      |

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 100,177                    | (86,192)                   | 13,985                    |
|                           | <hr/>                      | <hr/>                      | <hr/>                     |
| <b>TOTAL FUNDS</b>        | <u>100,177</u>             | <u>(86,192)</u>            | <u>13,985</u>             |

**6. RELATED PARTY DISCLOSURES**

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

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

|                                       | 31.7.20<br>£ | 31.7.19<br>£ |
|---------------------------------------|--------------|--------------|
| <b>INCOME AND ENDOWMENTS</b>          |              |              |
| <b>Donations and legacies</b>         |              |              |
| Donations                             | 3,706        | 5,004        |
| Grants                                | 31,467       | 60,000       |
|                                       | <hr/>        | <hr/>        |
|                                       | 35,173       | 65,004       |
|                                       | <hr/>        | <hr/>        |
| <b>Total incoming resources</b>       | 35,173       | 65,004       |
| <br><b>EXPENDITURE</b>                |              |              |
| <b>Raising donations and legacies</b> |              |              |
| Marketing & advertising               | 2,320        | 6,783        |
| <br><b>Charitable activities</b>      |              |              |
| Musicians                             | 5,435        | 8,335        |
| Promotional film costs                | 4,000        | 6,120        |
| Promotional activities                | 319          | 4,541        |
| Website costs                         | 1,695        | -            |
| Equipment                             | 440          | 440          |
| Event management costs                | -            | 19,100       |
| Event costs                           | 1,152        | 15,884       |
| Professional fees                     | -            | 2,620        |
|                                       | <hr/>        | <hr/>        |
|                                       | 13,041       | 57,040       |
| <br><b>Support costs</b>              |              |              |
| <b>Management</b>                     |              |              |
| Insurance                             | 273          | 262          |
| Postage and stationery                | 121          | 292          |
| Sundry expenses                       | 80           | -            |
|                                       | <hr/>        | <hr/>        |
|                                       | 474          | 554          |
| <br><b>Finance</b>                    |              |              |
| Bank charges                          | 5            | -            |
| <br><b>Governance costs</b>           |              |              |
| Independent examination fee           | 3,600        | 1,800        |
| Trustees meetings                     | 575          | -            |
|                                       | <hr/>        | <hr/>        |
|                                       | 4,175        | 1,800        |
|                                       | <hr/>        | <hr/>        |
| Total resources expended              | 20,015       | 66,177       |
|                                       | <hr/>        | <hr/>        |
| <b>Net income/(expenditure)</b>       | 15,158       | (1,173)      |
|                                       | <hr/>        | <hr/>        |

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 July 2020  
for  
Music in Mind CIO

Dufton Kellner Limited  
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## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

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To promote and protect the good health of the general public through the use of music and the arts.

To advance the education of the public in the health benefits of music and the arts through educational workshops and performances.

### **Public benefit**

The trustees are meeting their public benefit requirement by ensuring the general public benefit from any performances that take place and any workshops that take place are accessible by all.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

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3. Development of the 'Behind Doors' project in partnership with The Calico Group
4. Development of the 'Reflective Voices of Lockdown' project in partnership with Regenda
5. Continuation of the 'Singing Makes You Happy' dementia workshops with The Brain Charity

The Hidden Voice dementia project continued to be a central focus for the charity through 2019 and 2020. A large scale schools and communities project began in the autumn of 2019 with 7 Wirral secondary schools engaging in a 6 week long creative project using music, dance, drama and spoken word to create performance pieces based on the themes within Hidden Voice. The project culminated in a highly successful performance at The Gladstone Theatre involving over 100 performers and musicians from the Royal Liverpool Philharmonic Orchestra. Music In Mind continued to liaise with Dame Evelyn Glennie and the American organisation Memory Bridge about a dementia awareness project for development on 2022.

The early months of 2020 also saw the development of the 'Like a Butterfly' project that fuses dance and boxing to engage young people in the North West in dance and promote well being. The project was developed in partnership with Culture Warrington and involved community dancers, schools and the Warrington ABC and North Mersey amateur boxing clubs. A series of creative workshops between local dancers and boxers took place in the boxing gyms to explore the relationship between the movements in boxing and contemporary dance. The project was aiming to culminate in 3 public performances in Warrington and Liverpool in May and final auditions took place at Culture Warrington's Pyramid Theatre on 15th February. Unfortunately, the project was postponed due to the Covid 19 outbreak and will be rescheduled for 2020.

Although public workshops, performances and educational sessions had to be cancelled due to Covid 19, we were able to continue work on 2 projects during the lockdown period: The 'Behind Doors' project in partnership with The Calico Group, giving a voice to victims and perpetrators of domestic abuse and 'Reflective Voices of Lockdown'. The filming sessions for 'Behind Doors' began in late 2019 at the SafeNet refuge and we were able to continue the creative work remotely during the lockdown period. A public performance was prepared for live stream in October of 2020. The 'Reflective Voices of Lockdown' was a commission from Regenda Homes with funding from Arts Council England to create a multimedia opera based on a range of voices affected by the pandemic. The project began with 4 months of online interviews with 90 people from across the North West to capture a broad range of experiences during the pandemic. The work was due to be premiered at the 'Good Business Festival' in October 2020 and will now be performed as part of the Good Business festival events in July 2021

The trustees have carefully considered and approved all the activities during the year through regular meetings of the Board of Trustees.

## **FINANCIAL REVIEW**

### **Financial position**

The charity has been successful in securing funding from a number of sources including the Arts Council National Lottery Project Grants for both "Like a Butterfly" and "My Space". Income has also been generated from running events.

At the year end bank reserves amounted to £42,491.

### **Reserves policy**

The charity does not have a policy on reserves, however all income and property of the CIO must be applied solely towards the promotion of the objects.

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

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

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a constitution of a Charitable Incorporated Organisation, dated 30th August 2016 and amended on 1st July 2017.

### **Recruitment and appointment of new trustees**

There must be at least two charity trustees and they must be a natural person aged 16 or over.

No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the charity trustees decide, his or her acceptance of the office of charity trustee.

At least one of the trustees of the CIO must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Charity number**

1169001

### **Principal address**

39 York Avenue  
Crosby  
Liverpool  
L23 5RN

### **Trustees**

A E Pennton  
M Nankivell  
Dr A Taiwo  
M P R Murray

### **Independent Examiner**

Stuart Kellner FCA  
Dufton Kellner Limited  
Chartered Accountants  
Barnston House  
Beacon Lane  
Heswall  
Wirral  
Merseyside  
CH60 0EE

Music in Mind CIO

Report of the Trustees  
for the Year Ended 31 July 2020

Approved by order of the board of trustees on 28 May 2021 and signed on its behalf by:

M P R Murray - Trustee

**Independent examiner's report to the trustees of Music in Mind CIO**

I report to the charity trustees on my examination of the accounts of Music in Mind CIO (the Trust) for the year ended 31 July 2020.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

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

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

Stuart Kellner FCA  
Dufton Kellner Limited  
Chartered Accountants  
Barnston House  
Beacon Lane  
Heswall  
Wirral  
Merseyside  
CH60 0EE

1 June 2021



Music in Mind CIO

Statement of Financial Activities  
for the Year Ended 31 July 2020

|                                    | Notes | 31.7.20<br>Unrestricted<br>fund<br>£ | 31.7.19<br>Total<br>funds<br>£ |
|------------------------------------|-------|--------------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                                      |                                |
| Donations and legacies             |       | 35,173                               | 65,004                         |
| <b>EXPENDITURE ON</b>              |       |                                      |                                |
| Raising funds                      |       | 2,320                                | 6,783                          |
| <b>Charitable activities</b>       |       |                                      |                                |
| General                            |       | 17,695                               | 59,394                         |
| <b>Total</b>                       |       | <hr/> 20,015                         | <hr/> 66,177                   |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | <hr/> 15,158                         | <hr/> (1,173)                  |
| <b>RECONCILIATION OF FUNDS</b>     |       |                                      |                                |
| <b>Total funds brought forward</b> |       | 27,333                               | 28,506                         |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <hr/> <hr/> 42,491                   | <hr/> <hr/> 27,333             |

The notes form part of these financial statements

Music in Mind CIO

Statement of Financial Position  
31 July 2020

|  | Notes | 31.7.20<br>Unrestricted<br>fund<br>£ | 31.7.19<br>Total<br>funds<br>£ |
|--|-------|--------------------------------------|--------------------------------|
| <b>CURRENT ASSETS</b>                        |       |                                      |                                |
| Cash at bank                                 |       | 42,491                               | 27,333                         |
| <b>NET CURRENT ASSETS</b>                    |       | <u>42,491</u>                        | <u>27,333</u>                  |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       | 42,491                               | 27,333                         |
| <b>NET ASSETS</b>                            |       | <u>42,491</u>                        | <u>27,333</u>                  |
| <b>FUNDS</b>                                 | 5     |                                      |                                |
| Unrestricted funds                           |       | <u>42,491</u>                        | <u>27,333</u>                  |
| <b>TOTAL FUNDS</b>                           |       | <u>42,491</u>                        | <u>27,333</u>                  |

The financial statements were approved by the Board of Trustees and authorised for issue on 28 May 2021 and were signed on its behalf by:

M P R Murray - Trustee

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charity have been prepared on a receipts and payments basis under sections 132-166 of the Charities Act 2011.

### Income

All income is recognised in the Statement of Financial Activities once the charity is in receipt of the funds.

### Expenditure

Expenditure is accounted for in the period in which it is paid 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 restricted 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 is included in the notes to the financial statements.

## 2. TRUSTEES' REMUNERATION AND BENEFITS

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

### Trustees' expenses

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

## 3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

|                                    | Unrestricted<br>fund<br>£ |
|------------------------------------|---------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |                           |
| Donations and legacies             | 65,004                    |
| <b>EXPENDITURE ON</b>              |                           |
| Raising funds                      | 6,783                     |
| <b>Charitable activities</b>       |                           |
| General                            | 59,394                    |
| <b>Total</b>                       | <hr/> 66,177              |
| <b>NET INCOME/(EXPENDITURE)</b>    | <hr/> (1,173)             |
| <b>RECONCILIATION OF FUNDS</b>     |                           |
| <b>Total funds brought forward</b> | 28,506                    |

**3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

|                   |
|-------------------|
| Unrestricted fund |
| £                 |
| <hr/>             |
| 27,333            |
| <hr/>             |

**TOTAL FUNDS CARRIED FORWARD****4. INDEPENDENT EXAMINERS REMUNERATION**

The independent examination fee was £3,600, including VAT, for the year. The annual fee is £1,800, but two years fees were paid during the year.

**5. MOVEMENT IN FUNDS**

|                           | At 1.8.19<br>£ | Net movement<br>in funds<br>£ | At<br>31.7.20<br>£ |
|---------------------------|----------------|-------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                               |                    |
| General fund              | 27,333         | 15,158                        | 42,491             |
|                           | <hr/>          | <hr/>                         | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>27,333</u>  | <u>15,158</u>                 | <u>42,491</u>      |

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

|                           | Incoming resources<br>£ | Resources expended<br>£ | Movement in funds<br>£ |
|---------------------------|-------------------------|-------------------------|------------------------|
| <b>Unrestricted funds</b> |                         |                         |                        |
| General fund              | 35,173                  | (20,015)                | 15,158                 |
|                           | <hr/>                   | <hr/>                   | <hr/>                  |
| <b>TOTAL FUNDS</b>        | <u>35,173</u>           | <u>(20,015)</u>         | <u>15,158</u>          |

**Comparatives for movement in funds**

|                           | At 1.8.18<br>£ | Net movement<br>in funds<br>£ | At<br>31.7.19<br>£ |
|---------------------------|----------------|-------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                               |                    |
| General fund              | 28,506         | (1,173)                       | 27,333             |
|                           | <hr/>          | <hr/>                         | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>28,506</u>  | <u>(1,173)</u>                | <u>27,333</u>      |

Notes to the Financial Statements - continued  
for the Year Ended 31 July 2020

**5. MOVEMENT IN FUNDS - continued**

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 65,004                     | (66,177)                   | (1,173)                   |
|                           | <hr/>                      | <hr/>                      | <hr/>                     |
| <b>TOTAL FUNDS</b>        | <u>65,004</u>              | <u>(66,177)</u>            | <u>(1,173)</u>            |

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

|                           | At 1.8.18<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.20<br>£ |
|---------------------------|----------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                                  |                    |
| General fund              | 28,506         | 13,985                           | 42,491             |
|                           | <hr/>          | <hr/>                            | <hr/>              |
| <b>TOTAL FUNDS</b>        | <u>28,506</u>  | <u>13,985</u>                    | <u>42,491</u>      |

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 100,177                    | (86,192)                   | 13,985                    |
|                           | <hr/>                      | <hr/>                      | <hr/>                     |
| <b>TOTAL FUNDS</b>        | <u>100,177</u>             | <u>(86,192)</u>            | <u>13,985</u>             |

**6. RELATED PARTY DISCLOSURES**

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

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

|                                       | 31.7.20<br>£ | 31.7.19<br>£  |
|---------------------------------------|--------------|---------------|
| <b>INCOME AND ENDOWMENTS</b>          |              |               |
| <b>Donations and legacies</b>         |              |               |
| Donations                             | 3,706        | 5,004         |
| Grants                                | 31,467       | 60,000        |
|                                       | <hr/> 35,173 | <hr/> 65,004  |
| <b>Total incoming resources</b>       | 35,173       | 65,004        |
| <b>EXPENDITURE</b>                    |              |               |
| <b>Raising donations and legacies</b> |              |               |
| Marketing & advertising               | 2,320        | 6,783         |
| <b>Charitable activities</b>          |              |               |
| Musicians                             | 5,435        | 8,335         |
| Promotional film costs                | 4,000        | 6,120         |
| Promotional activities                | 319          | 4,541         |
| Website costs                         | 1,695        | -             |
| Equipment                             | 440          | 440           |
| Event management costs                | -            | 19,100        |
| Event costs                           | 1,152        | 15,884        |
| Professional fees                     | -            | 2,620         |
|                                       | <hr/> 13,041 | <hr/> 57,040  |
| <b>Support costs</b>                  |              |               |
| <b>Management</b>                     |              |               |
| Insurance                             | 273          | 262           |
| Postage and stationery                | 121          | 292           |
| Sundry expenses                       | 80           | -             |
|                                       | <hr/> 474    | <hr/> 554     |
| <b>Finance</b>                        |              |               |
| Bank charges                          | 5            | -             |
| <b>Governance costs</b>               |              |               |
| Independent examination fee           | 3,600        | 1,800         |
| Trustees meetings                     | 575          | -             |
|                                       | <hr/> 4,175  | <hr/> 1,800   |
| Total resources expended              | 20,015       | 66,177        |
| <b>Net income/(expenditure)</b>       | <hr/> 15,158 | <hr/> (1,173) |