

SONG & HYMN WRITERS FOUNDATION CIO

Accounts – 31st December 2020

SONG & HYMN WRITERS FOUNDATION CIO

Charity number: 1170493

Accounts – 31st December 2020

INDEX

- 1-4. Report of the Trustees and General Information
- 5. Independent Examiner's Report to the Trustees
- 6-7. Receipts and Payments Account
- 8. Statement of Assets and Liabilities

SONG & HYMN WRITERS FOUNDATION CIO

REPORT OF THE TRUSTEES for the year ended 31st December 2020

The Trustees are pleased to present their annual report and financial statements of the charity for the year ended 31st December 2020.

Reference and Administration Details

The charity's name is Song & Hymn Writers Foundation CIO.

Charity Registration Number:	1170493
Registered Address and Principal Working Office:	12 Hastings Road Woodhouse Eaves Loughborough LE12 8QU

Trustees

The Trustees who served during the year and since the year end to the date of this report were as follows:

Rev Prof Jeremy Begbie
Rev Simon Bray
Mr Alex Guest
Mrs Anne Harrison
Rev Canon Peter Moger (stepped down May 2020)
Rev Mark Thomas
Mr Simon Upcott (appointed April 2020)
Rev Heather Waldsax
Dr Helen Warry

Objects of the Charity

1. To advance the Christian faith for the public benefit, in particular, but not exclusively by the following means:
 - a. by furthering the growth of writing, composing and use of hymns and songs;
 - b. by providing resources to assist church musicians in developing the use of other music for Christian worship and thereby to support proclamation of the gospel in churches, Christian organisations and gatherings of a similar nature;
 - c. by developing hymns, songs and other music for Christian worship with a view to increasing the effectiveness of such worship.
2. To advance education in the writing of hymns, songs and other words and music for Christian worship and in high standards of professional practice both for new and existing writers, in particular but not exclusively by the following means:
 - a. by providing educational events and resources to enhance and improve the composition of words and music for Christian worship.
 - b. by making grants to individuals and institutions in order to make educational opportunities more accessible to writers of Christian music.

**REPORT OF THE TRUSTEES
for the year ended 31st December 2020 (Continued)**

Main Activities

The Song and Hymn Writers Foundation carries out most of its work under the working names Jubilate and Resound Worship. Jubilate is primarily focused on writing and publishing new hymns and Resound Worship is primarily focused on writing and publishing new worship songs.

The activities of the charity can be grouped into four key areas.

Write

- Publish hymns and songs of quality;
- Continue the collective and mutual development of our writers in improving their craft;
- Write new songs and hymns to meet the specific needs of the local church, informed through research and relationship;
- Increase the profile, presence and reputation of Jubilate and Resound Worship as publishers of songs and hymns.

Discover

- Seek out the best of the up-and-coming or unpublished song and hymn writers;
- Nurture and develop these writers through courses, workshops and peer-critique groups;
- Connect the new writers into our existing writer networks and agency;
- Publish the best of the new writers' output through our Jubilate and Resound Worship labels.

Resource

- Champion the role of the local church song and hymn writer;
- Offer accessible and relevant events, courses and resources;
- Provide forums, groups and gatherings for interaction between songwriters;
- Encourage and educate churches in the choosing and introducing of new hymns and songs.

Influence

- Participate in the debate on music and worship across the Church;
- Partner with institutions to encourage theological and musical education for writers;
- Aim to become a model quality in song and hymn that sets a benchmark for other writers and publishers;
- Operate in partnership with other writers groups, labels and publishers for the benefit of the wider worship community.

Employment of Staff

Three staff were employed by the Charity during the year:

- Administrator (9 hours per week);
- Jubilate Editorial Coordinator (8 hours per week);
- Resound Worship Coordinator (28 hours per week).

REPORT OF THE TRUSTEES
for the year ended 31st December 2020 (Continued)

Grant Making

The Charity has not made any grants in the period but has offered bursary places on events. To access this bursary the applicant has provided a reference from a church leader stating their suitability and undertaken to raise half the cost from other means.

Achievements and Performance

Among the various activities of the charity, the following are of particular note:

Write

The Jubilate MAP (Music Assessment Panel) and TAG (Texts Advisory Group) teams met several times during the year to assess and edit submissions from agency members and the general public. Due to the pandemic these meetings were all online.

The Resound Worship team met online throughout the year to write, critique and hone new songs, resulting in the publication of those songs via the website. They completed the Doxecology album during the year, which featured their own songs and those selected from the previous year's search. An accompanying Study Guide was published featuring contributions from a number of authors outside the charity. As a collection of contemporary congregational worship songs on ecological themes, the album was unique in its field and warmly received by churches and related non-profit organisations alike. The album was funded through donations and advance sales of resources.

Discover

Jubilate continued to receive and assess new hymns and musical pieces from external submissions.

See above for the Doxecology album.

Resource

The pandemic meant the cancellation of most events and activities beyond March, though one training day was possible in January.

The 12 Song Challenge ran from January to December, with over 200 writers signing up and 93 completing the challenge. This was a significant year with the Challenge providing meaningful online community where many other community activities were restricted. It resulted in strong trans-atlantic relationships being formed and the frequent use of songs written by the participants in each other's churches. The Resound Worship Songwriting Podcast ran alongside the Challenge.

Resound Worship continued the Partner Churches scheme, inviting churches to financially support their work, receive access to resources and work as consultation partners in new projects. Several new churches signed up during the year.

Influence

Members of the Resound Worship team taught regularly on undergraduate and postgraduate degrees at London School of Theology and Nexus Institute of Creative arts on themes of worship, songwriting and biblical studies.

Resound Worship participated in online workshops and events with the Baptist Union Environmental Network and A Rocha UK Eco Church.

Financial Review

Gross income for 2020 was £76,482. Gross expenditure was £66,592 thus resulting in a net income of £9,890.

Reserves Policy

The Trustees have agreed to hold reserves equivalent to 3 months salaries (including oncosts) in order to cover those expenses in the event of short-term fluctuation in income. The Charity has free reserves of £29,512.

REPORT OF THE TRUSTEES
for the year ended 31st December 2020 (Continued)

Principal Sources of Funding

The Charity owns a subsidiary company, Jubilate Hymns Limited, which operates as an agency collecting royalties for song and hymn writers. The company Gift Aids profits to the charity, providing the main source of funds.

Sales of scores and recordings, along with fundraising, supplement this income to fund the charity's activities. Fees for events generally covered the costs incurred without generating additional income.

Structure, Governance and Management

The Song and Hymn Writers Foundation is a Charitable Incorporated Organisation governed by a CIO Foundation document.

The Charity has a board of trustees who are recruited and appointed through personal contacts and networks of existing trustees.

Approved by the Board of Trustees on 22nd July 2021 and signed on its behalf by:

S Bray
.....
Chair of Trustees

A Guest
.....
Trustee

Loughborough

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the trustees on my examination of the accounts of Song & Hymn Writers Foundation for the year ended 31st December 2020.

Responsibilities and Basis of Report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or

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.

A P Williams FCCA CTA
A J Carter & Co
Chartered Accountants

22b High Street
Witney
Oxon
OX28 6RB

10th August 2021

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2020

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
<u>Receipts</u>				
Donations				
Charity Fundraising & Special Donations	6,147	9,027	15,174	13,091
Jubilate Hymns Ltd	27,600	-	27,600	38,000
Jubilate				
Book Sales	20	-	20	353
Annual Pass for Website	-	-	-	387
CD Sales	17	-	17	808
Postage & Packaging	8	-	8	184
Website Sales	3,119	-	3,119	1,196
Hymns of Peace Sales	-	-	-	88
Jubilate Events	80	-	80	40
Resound Worship				
Annual Pass for Website	-	-	-	1,479
Events Income	6,407	-	6,407	11,257
Competition Entry Fees	-	-	-	307
Postage & Packaging	186	-	186	74
CD Sales	397	-	397	3,215
Book Sales	255	-	255	1,701
iTunes, Spotify etc Sales	510	-	510	487
Website Sales	9,207	-	9,207	1,893
Consultancy	734	-	734	-
Partner Churches	2,125	-	2,125	1,325
Crowdfunding	10,200	-	10,200	9,265
Other				
Royalties	419	-	419	88
CAF Gold Account Interest	24	-	24	25
Total incoming resources	67,455	9,027	76,482	85,263
<u>Payments</u>				
Bank & Other Charges	66	-	66	132
Accountancy Fees	600	-	600	660
Jubilate Events Expenses	8	-	8	768
Resound Events Expenses	9,514	9,480	18,994	24,562
Office Expenses	2,050	-	2,050	2,457
Post & Packing	180	-	180	819
Sundry Expenses	1,008	-	1,008	2,648
PayPal Charges	964	-	964	811
Salaries & On Costs	38,229	-	38,229	37,237
Travel Expenses	374	-	374	2,260
Trustee Expenses	-	-	-	1,289
Website Expenses	923	-	923	901
Conferences & Training	216	-	216	-
Resound Recording Expenses	503	-	503	170
Royalty Payments	2,477	-	2,477	849
Loan Repayment	-	-	-	5,000
Total expenditure	57,112	9,480	66,592	80,563

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2020

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Excess of Receipts over Payments	10,343	(453)	9,890	4,700
Reconciliation of funds				
Bank Balances at 1 January 2020	19,124	498	19,622	14,922
Deficit/Surplus for Year	10,343	(453)	9,890	4,700
Bank Balances at 31 December 2020	£29,467	£45	£29,512	£19,622

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

STATEMENT OF ASSETS AND LIABILITIES
as at 31st December 2020

	2020	2019
	£	£
<u>Assets</u>		
Cash Funds		
Cash in Hand	-	201
CAF Cash Account	950	2,483
CAF Gold Account	28,562	16,938
	<u>29,512</u>	<u>19,622</u>
 Other Monetary Assets		
Stock (at cost)	21,383	13,730
 Debtors		
Sales	362	492
PayPal	2,183	7,644
Gift Aid	1,784	1,149
	<u>55,224</u>	<u>42,637</u>
 Total current assets		
 <u>Liabilities</u>		
Creditors		
Accountancy Fee	624	600
Payroll Fee	36	36
PayPal	126	163
Card Fees	-	4
Song Writing Retreat Fees	6,980	-
Royalties	2,719	2,616
	<u>10,485</u>	<u>3,419</u>
 Total net assets	<u><u>£44,739</u></u>	<u><u>£39,218</u></u>

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on the assets of the CIO.

These accounts were approved by the Board of Trustees on: 22nd July 2021 and are signed on their behalf by:

S Bray

.....
Trustee

A Guest

.....
Trustee