

SONG & HYMN WRITERS FOUNDATION CIO

Accounts – 31st December 2021

SONG & HYMN WRITERS FOUNDATION CIO

Charity number: 1170493

Accounts – 31st December 2021

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**REPORT OF THE TRUSTEES
for the year ended 31st December 2021**

The trustees are pleased to present their annual report and financial statements of the charity for the year ended 31st December 2021.

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 (resigned 24th November 2021)
Rev Simon Bray (Chair of Trustees until 22nd September 2021)
Mr Alex Guest
Mrs Anne Harrison
Rev Mark Thomas
Mr Simon Upcott (appointed Chair of Trustees on 22nd September 2021)
Rev Heather Waldsax (resigned 15th June 2022)
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 2021 (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; Resound Worship is primarily focused on writing and publishing new worship songs, and working to develop and encourage grass-roots songwriters in local churches.

The charity's purpose statement, which embraces all its activities is 'enriching the song of the church'. 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. From January – November 2021 staff roles comprised:

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

REPORT OF THE TRUSTEES
for the year ended 31st December 2021 (Continued)

Employment of Staff continued

From December 2021 the role of Song and Hymn Writers Foundation Executive Director was introduced. The Resound Worship Coordinator was appointed to this role and their hours increased to accommodate both positions:

- Executive Director (14 hours per week) / Resound Worship Coordinator (21 hours per week)

Jubilate Editorial Coordinator and Administrator roles remained unchanged.

Chair of Trustees

The trustees would like to record their sincere thanks to Simon Bray for his work as Chair of Trustees until 22nd September 2021. We are grateful particularly for his wise and encouraging leadership since 2019, steering the charity through many changes. He will continue as a trustee, for which we are also grateful.

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. A collection of new hymns relating to contemporary issues, 'Until Your Earth is Whole' was produced and recorded at Leeds Minster, ready for publication in early 2022. The hymns covered themes including mental health, societal division, refugees, climate change, truth and more.

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 went on tour to share and perform the Doxecology album from 2020, in a run of dates at churches that coincided with the COP26 conference in Glasgow and which culminated in a Glasgow performance. The charity A Rocha UK provided speakers for the tour.

Discover

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

Resource

The continued pandemic meant a limited program of events. Resound Worship's annual Worship Songwriting Retreat at Wydale Hall in North Yorkshire was able to take place while adhering to appropriate guidelines, welcoming 35 guests.

The 12 Song Challenge restarted in April, with over 200 writers signing up. Many were return subscribers, continuing strong trans-atlantic relationships that had been 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 worked in partnership with Christian Aid to write and record a new song marking their 75th anniversary.

REPORT OF THE TRUSTEES
for the year ended 31st December 2021 (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.

Financial Review

Gross income for 2021 was £103,542. Gross expenditure was £79,731 thus resulting in a net income of £23,811.

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 cash reserves of £53,323.

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 5 July 2022 and signed on its behalf by:

S Upcott

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S Upcott - Chair of Trustees

A Guest

.....

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 2021.

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

2 August 2022

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2021

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
<u>Receipts</u>				
Donations				
Charity Fundraising & Special Donations	7,500	5,553	13,053	15,174
Jubilate Hymns Ltd	34,100	-	34,100	27,600
Jubilate				
Physical Resource Sales	93	-	93	20
CD Sales	-	-	-	17
Postage & Packaging	3	-	3	8
Website Sales	3,299	-	3,299	3,119
Events	125	-	125	80
Resound Worship				
Events	32,465	-	32,465	6,407
Postage & Packaging	250	-	250	186
CD Sales	-	-	-	397
Physical Resource Sales	6,191	-	6,191	255
Itunes, Spotify etc Sales	947	-	947	510
Website Sales	10,621	-	10,621	9,207
Consultancy	1,038	-	1,038	734
Partner Churches	1,353	-	1,353	2,125
Crowdfunding	-	-	-	10,200
Other				
Royalties	-	-	-	419
CAF Gold Account Interest	4	-	4	24
Total incoming resources	97,989	5,553	103,542	76,482
<u>Payments</u>				
Bank & Other Charges	161	-	161	66
Accountancy Fees	600	-	600	600
Jubilate Events Expenses	1,593	-	1,593	8
Resound Events Expenses	20,870	5,714	26,584	18,994
Office Expenses	2,318	-	2,318	2,050
Post & Packing	371	-	371	180
Sundry Expenses	1,135	-	1,135	1,008
Paypal and Distrokid Charges	1,259	-	1,259	964
Salaries & On Costs	38,483	-	38,483	38,229
Travel Expenses	778	-	778	374
Trustee Expenses	579	-	579	-
Website Expenses	160	-	160	923
Conferences & Training	175	-	175	216
Resound Recording Expenses	3,157	-	3,157	503
Royalty Payments	2,378	-	2,378	2,477
Total expenditure	74,017	5,714	79,731	66,592

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2021

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Excess of Receipts over Payments	23,972	(161)	23,811	9,890
Reconciliation of funds				
Bank Balances at 1 January 2021	29,467	45	29,512	19,622
Deficit/Surplus for Year	23,972	(161)	23,811	9,890
Bank Balances at 31 December 2021	£53,439	£(116)	£53,323	£29,512

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 2021

	2021	2020
	£	£
<u>Assets</u>		
Cash Funds		
Cash in Hand	-	-
CAFCash Account	2,557	950
CAFGold Account	50,766	28,562
	<u>53,323</u>	<u>29,512</u>
Other Monetary Assets		
Stock (at cost)	19,493	21,383
Debtors		
Sales	224	362
PayPal	1,487	2,183
Gift Aid	806	1,784
	<u>75,333</u>	<u>55,224</u>
Total current assets		
	<u>75,333</u>	<u>55,224</u>
<u>Liabilities</u>		
Creditors		
Accountancy Fee	660	624
Payroll Fee	18	36
PayPal	86	126
Wages Due	758	-
Song Writing Retreat Fees	10,938	6,980
Song Challenge Fees	1,200	-
SWR Bursary	90	-
HMRC Settlement	34	-
Royalties	2,994	2,719
	<u>16,778</u>	<u>10,485</u>
Total net assets	<u>£58,555</u>	<u>£44,739</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: 5 July 2022 and are signed on their behalf by:
 S Upcott

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 S Upcott – Chair of Trustees

A Guest

 A Guest - Trustee