

SONG & HYMN WRITERS FOUNDATION CIO

Accounts – 31st December 2023

SONG & HYMN WRITERS FOUNDATION CIO

Charity number: 1170493

Accounts – 31st December 2023

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**REPORT OF THE TRUSTEES
for the year ended 31st December 2023**

The trustees are pleased to present their annual report and financial statements of the charity for the year ended 31st December 2023.

Reference and Administration Details

The charity's name is Song & Hymn Writers Foundation CIO ("SHWF").

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:

Mr Alex Guest
Mrs Anne Harrison
Ms Nina Kurlberg (appointed 8th March 2023)
Rev Matthew Swires-Hennessy (appointed 8th March 2023)
Rev Mark Thomas
Mr Simon Upcott (Chair of Trustees)
Dr Helen Warry (resigned 17th May 2023)

Purpose, Objects, Activities and Working Names of SHWF

SHWF's purpose statement, which embraces all its activities, is '**Enriching the Song of the Church**'.

Its overall objectives are:

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.

In pursuing these objectives, SHWF has **seven aims**:

1. Publish Songs & Hymns

Publish songs and hymns that deepen the worship of the church, engaging with themes and styles that broaden its language of worship and reflecting the richness of scripture and diversity of Christian discipleship.

2. Serve the Church

Serve the church by producing and modelling songs and hymns that encourage and enable congregational singing, that are not built around personalities and performing artists, but treat the congregation as the most important voice.

REPORT OF THE TRUSTEES
for the year ended 31st December 2023 (Continued)

3. Grow the Talent Pool

Grow & diversify the pool of talent by discovering, nurturing and giving a platform to writers outside the few dominant labels, with a particular focus on UK sources.

4. Champion the Grassroots Writer

Champion the role of the grass-roots songwriter as a unique voice in each local church, resourcing them to help grow their skills and provide a healthy balance alongside the globalised song-sources and traditional repertoire.

5. Develop Community

Develop community among songwriters that leads to wider accountability, greater skill, deeper understanding and a mutual, organic sharing of songs across churches that is independent of market systems.

6. Value Writers

Value the writer as a person and member of the wider church they serve, through publishing models that favour creatives over corporations and which are relational, generous & empowering.

7. Work in Partnership

Work in partnership with churches, organisations and other publishers, to pursue greater creativity and to model generous kingdom values throughout the industry.

SHWF 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.

SHWF has a wholly-owned subsidiary, Jubilate Hymns Limited (“JHL”) which operates as an agency collecting royalties for song and hymn writers. The company Gift Aids its profits to SHWF, providing a key source of funds to SHWF. The company developed and launched *ChurchSongs*, an online rights management system through which they now offer admin-only services to aid the 12 Song Challenge participants in navigating the world of music publishing and releasing their work more widely.

Achievements and Performance in 2023

Among the various activities of the charity during 2023, the following are of particular note:

Two flagship writing projects were undertaken in 2023, in preparation for release in early 2024.

Downcast Souls Expectant Hearts (Resound Worship)

Submissions were invited for a double album: one side on themes of struggle, grief and lament, the other on themes of future hope in Christ. The two themes were intended to stand alongside each other, inform each other, and even jar with each other in order to provide resources that would enrich the church’s song in these two areas. Over 400 submissions were made, whittled down by two editorial teams to the final twenty, featuring a total of twenty writers. The album was recorded in the early summer and singles were released from September ahead of the full album release in January. A crowdfunding campaign brought in over £15,000 towards the total costs of the album (approx. 70%).

Journey to Resurrection (Jubilate)

A collection of new songs and hymns for Holy Week and Easter was conceived and developed, again inviting external submissions with some 150 pieces offered. The TAG (Texts Advisory Group) and MAP (Music Assessment Panel) groups served as the editorial teams leading to the final 13 pieces, recorded in a mix of studio recordings and live choir performance. The editorial teams continued to meet through the year as necessary to assess general submissions.

Doxology Concerts

The *Doxecology* album continues to be of interest to churches and a mini-tour took place in the Midlands in February across four churches, followed by participation in an environmentally themed weekend conference in Mixenden in May.

REPORT OF THE TRUSTEES
for the year ended 31st December 2023 (Continued)

USA Conferences

Several of the Resound Worship and JHL team travelled to the USA to assist with a United Adoration songwriting retreat and meet members of the 12 Song Challenge who are based in the US. They also attended the Calvin Symposium of Christian Worship which served as an important networking opportunity, meeting with other songwriters, publishers and academics.

12 Song Challenge & Songclub

A season of the 12 Song Challenge was completed in August. Participation has continued to grow year on year, with 270 taking part. Themes included rest, work, refugees and the Christian creeds. Work took place throughout the year to develop *Songclub*, a bespoke platform to allow collaborative songwriting and host the activities of the 12 Song Challenge, ready for launch with the new season in January 2024. The basic system was successfully created and features and functionality will be added as seasons of the Challenge progress. The *Resound Worship Songwriting Podcast* continued to accompany the challenge, and during the off-season.

Worship Songwriter Retreat

Resound Worship's annual Worship Songwriting Retreat at Wydale Hall in North Yorkshire took place in early July over 5 days, with over 70 in attendance. Guest speakers included Andy Piercy and Rachel Wilhelm. Though there was a small amount of room to spare, capacity has almost been reached for this single event and plans are underway for an equivalent event in Tennessee in autumn 2024.

Regular Giving and Partner Churches

A regular giving campaign took place during the year, once again seeing new givers joining the number of SHWF's supporters, covering a wide range of donations levels. 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.

Employment of Staff

Four staff were employed by the charity during the year:

- Executive Director (14 hours per week) / Resound Worship Coordinator (21 hours per week)
- Jubilate Coordinator (8 hours per week)
- Web Manager and Systems Developer (21 hours per week)
- Administrator (9 hours per week)

Kieran Metcalfe, who has worked freelance for SHWF and JHL for a number of years, was appointed to a part-time permanent position of Web Manager and Systems Developer at the start of the year. This is a shared role across the two organisations, in recognition that much of our work is online and development of our websites - especially Churchsongs and Songclub - is a priority going forward.

The trustees record their thanks for the energetic, creative and faithful work of the staff team during the year.

Joint Strategy Meeting

An overnight gathering of staff, trustees and directors of SHWF and JHL took place in September at the Hayes Conference Centre in Derbyshire to take a strategic view of the operations of SHWF and its subsidiary JHL going forward. A major restructure of operations was proposed and considered with the two chairs and the Executive Director mandated to take the proposals forward in 2024.

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.

REPORT OF THE TRUSTEES
for the year ended 31st December 2023 (Continued)

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 £50,110.

Principal Sources of Funding

As noted, SHWF's subsidiary company JHL Gift Aids its profits to the charity, providing a key 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 direct costs incurred without generating additional income.

Financial Review

Gross income for 2023 was £132,394. Gross expenditure was £133,102 thus resulting in a net deficit of £708. SHWF's reserves were adequate to comfortably absorb this loss.

Structure, Governance and Management

SHWF is a Charitable Incorporated Organisation governed by its formal constitution..

The charity has a board of trustees who are each appointed by agreement of the existing trustees, after appropriate due diligence of their aptitude, skills and willingness to serve in that capacity.

The board of trustees continued to meet regularly during the year, and attended to all key governance requirements of SHWF. It reviews key risks at least once a year, more often when necessary to attend to changing governance developments. It cyclically reviews SHWF's policy framework, ensuring its adequacy in the context of the charity's operations.

Approved by the Board of Trustees on 12th June 2024 and signed on its behalf by:

S C Upcott

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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 2023.

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

9th July 2024

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2023

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
<u>Receipts</u>				
Donations				
Charity Fundraising & Special Donations	22,587	70	22,657	11,731
Jubilate Hymns Ltd	48,500	-	48,500	38,200
Jubilate				
Physical Resource Sales	4	-	4	237
Postage & Packaging	2	-	2	49
Website Sales	1,904	-	1,904	2,718
Events	150	-	150	963
Resound Worship				
Events	24,113	-	24,113	31,372
Postage & Packaging	89	-	89	147
Physical Resource Sales	3,391	-	3,391	944
Digital Resellers	1,124	-	1,124	797
Website Sales	5,160	-	5,160	6,574
Crowdfunding	5,515	9,503	15,018	-
Partner Churches	2,225	-	2,225	1,600
Other				
Royalties	13	-	13	8
Consultancy	6,915	-	6,915	2,719
Bank Account Interest	1,129	-	1,129	174
Total incoming resources	122,821	9,573	132,394	98,233
<u>Payments</u>				
Bank Charges	60	-	60	81
Accountancy Fees	690	-	690	660
Jubilate Events	-	-	-	3,813
Jubilate Recording	2,186	-	2,186	-
Resound Events	19,101	220	19,321	20,224
Office Expenses	3,828	-	3,828	2,299
Postage & Packing	107	-	107	193
Sundry Expenses	1,892	-	1,892	2,840
PayPal, Distrokid and Zettle Charges	1,540	-	1,540	1,374
Salaries & On Costs	74,589	-	74,589	50,373
Travel Expenses	1,418	-	1,418	913
Trustee Expenses	783	-	783	268
Website Expenses	179	-	179	278
Conferences & Training	1,918	-	1,918	35
Resound Recording	13,494	9,503	22,997	14,393
Royalty Payments	1,594	-	1,594	2,994
Total expenditure	123,379	9,723	133,102	100,738

RECEIPTS AND PAYMENTS ACCOUNT
for the year ended 31st December 2023

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Excess of Receipts over Payments	(558)	(150)	(708)	(2,505)
Reconciliation of funds				
Bank Balances at 1 January 2023	50,668	150	50,818	53,323
Deficit/Surplus for Year	(558)	(150)	(708)	(2,505)
Bank Balances at 31 December 2023	<u>£50,110</u>	<u>£-</u>	<u>£50,110</u>	<u>£50,818</u>

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 2023

	2023	2022
	£	£
<u>Assets</u>		
Cash Funds		
Cash in Hand	-	-
CAFCash Account	2,750	1,881
CAFGold Account	47,360	48,937
	<u>50,110</u>	<u>50,818</u>
Other Monetary Assets		
Stock (at cost)	20,890	21,328
Debtors		
Sales	91	197
Paypal	4,478	4,660
Gift Aid	3,439	1,605
Other	625	625
Total current assets	<u>79,633</u>	<u>79,233</u>
<u>Liabilities</u>		
Creditors		
Accountancy Fee	720	690
Payroll Fee	18	18
Paypal	171	160
Song Writing Retreat Fees	7,559	12,195
Song Challenge Fees	1,200	1,200
SWR Bursary	-	150
Royalties	2,404	1,594
	<u>12,072</u>	<u>16,007</u>
Total net assets	<u><u>£67,561</u></u>	<u><u>£63,226</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: 12th June 2024 and are signed on their behalf by:

S Upcott

.....
Chair of Trustees

A Guest

.....
Trustee