



**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

# EVOLVE MUSIC

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Our Trustees

Claire King (Chair)  
Charlotte Dunling (Secretary)  
Mark Bide (Treasurer)  
John Whall  
Sarah Fisher  
Thea McNaught-Reynolds  
Sheena Thapermall  
Christine Mulwa  
Jamel Campbell

### Our Team

Annette Burghes – Executive Director  
Mark Scott – Programmes Manager  
George Bell – Development Manager

### Registered Charity Number

1171391

### Principal Address

Ground Floor  
11 Manvers Street  
Bath, BA1 1JQ

### Independent Examiner

Mr P J Barton FCCA  
ART Accountants Limited  
Ground Floor  
11 Manvers Street  
Bath  
BA1 1JQ

### Bankers

Santander  
6 Bath Street  
Bath  
BA1 1SA

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**EVOLVE MUSIC**

**CONTENTS**

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	<b>Page</b>
Trustees' report	1 - 4
Independent examiner's report	5
Statement of financial activities	6
Statement of assets and liabilities	7
Notes to the financial statements	8 - 11

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# **EVOLVE MUSIC**

## **TRUSTEES' ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2022**

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The trustees present their report and accounts for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's Constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)"

#### **About Evolve Music**

Evolve Music is a grassroots community music charity. Using sound exploration and improvisation we co-create music with communities and support the development of music leaders and the wider community music sector.

Evolve Music began working in Radstock and the Somer Valley area (BANES) in 2017, and we continue to deliver many of our activities here. We offer a variety of high-quality community music programmes for early years children and their families, young people and older adults.

Our vision is that community music in South West England will evolve to enable everybody to explore sound, create music and tell their story. We work to enrich the lives of families, young people and adults using sound and music.

Evolve Music is committed to the following values within our internal and external work:

- Relevant
- Inclusive
- Developmental
- Innovative
- Collaborative

#### **Objectives and activities**

The objectives of Evolve Music are to facilitate access to, improve, advance, maintain and promote education in the arts by providing increased opportunities for people of all ages, abilities and backgrounds to access creative music making workshops and by running such open-access music workshops.

When reviewing the Charity's aims and objectives, devising new programmes and setting policies for the year, the Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit and complied with their duty under Section s17(5) of the Charities Act 2011.



# EVOLVE MUSIC

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### **Achievements and performance**

Although Evolve Music's programme was somewhat stymied by the continuing social distancing restrictions imposed by Covid-19, the year saw the continuation of exciting participatory community music sessions in Radstock, Midsomer Norton, Bath and Frome and the launch of new projects in Plymouth. Activities were delivered in community settings when restrictions allowed and online during stricter lockdown periods.

During the year we continued the open access Explorers creative music sessions for children under 5 and their families, supporting attachment and child development through free and open music sessions in Radstock Library and Community Hub. These sessions were complemented by Adventurers, an early intervention programme in partnership with Radstock Children's Centre providing creative support to families experiencing challenging circumstances.

We were delighted to publish the Explorers & Adventurers external evaluation report in July 2021, which detailed the need for and impact of early years community music sessions in Radstock. Over the two year programme Evolve had received 80 family referrals from health visitors and Bath and North East Somerset Children's Services. The impact of Explorers & Adventurers on families in Radstock was profound with activities improving social networks, connections, providing creative inspiration and developing children's speech and language skills, "Well, I can't fault the results. We signed up 10 weeks ago, we were worried about A – he wasn't talking at all or babbling. And probably in the last few weeks, he's just started babbling. So that's a positive. He is saying mama now when he wasn't before".

Throughout the year Sound Lab provided Arts Award accredited music composition workshops for young people (14+) who are neurodivergent and who live or go to school in Radstock, Frome, Bath and Midsomer Norton. Weekly sessions happened online and these were supported by taster music workshops in SEN schools and a summer school provision. In February 2022, we were also delighted to review the external evaluation for Sound Lab which again highlighted the gaps in development and community based activities for young people with neurological differences, with one parent commenting, "Honestly, the sessions were possibly the best thing that has happened for my son for a couple of years. It has been so difficult to find any activity that he can take part in and yet you achieved this and made him so welcome. He loves all sorts of music and songs and to combine this with the chance to spend time with other young adults was fantastic!".

The impacts of the Explorers & Adventurers and Sound Lab sessions in Bath & North East Somerset led to the launch of similar pilot projects in and around Plymouth. This pilot work has allowed us to extend our co-creation approach to new communities and build new partnerships. In 2022-2023 we will be evaluating these pilot projects and assessing how what we have learned will inform our future programme.

During 2021 we completed the final community music and storytelling sessions for older people living in care settings through Sound Store. Launched during the first year of the pandemic as part of Evolve Music's Covid response activities, Sound Store engaged older people in high-quality sound and music reminiscence sessions online.

In addition to our community based participatory music programme, during the year our commitment to the development of the community music sector was realised through networking and training events we hosted throughout the year, and a six-month paid work placement programme for emerging community music leaders supported by Arts Council England.



# EVOLVE MUSIC

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### **Ambitions for 2022-2023**

This will be Evolve Music's 5th birthday year and within it we will be launching a new long term programme for fathers experiencing mental ill health. **Dads Rock** will provide weekend community music sessions in towns and villages across Bath & North East Somerset.

At the start of the new academic year in Newton Abbot will be partnering with national charity, Action for Children to deliver a series of fun taster workshops in **Teignbridge Children's Centre** based on the Explorers & Adventurers model.

In April 2022, we were humbled to be recognised by Youth Music as 1 of just a handful of organisations nationally to receive core funding via the **Recharge** programme. Their support is a recognition of the quality of our approach to working with communities, and the professional development activities we organise for the community music sector. It will enable us to build on existing partnerships across the South West, form new partnerships and deliver new community music programmes for young people. Our first step on this journey is to undertake consultation with **youth service providers** in Bath & North East Somerset and map where our efforts are best placed.

We will be developing our work with young people with ASC through **Sound Lab** identifying more opportunities for creative composition and sharing their work now Covid-19 restrictions have been lifted. Our commitment to working with older people will continue through music and reminiscence in care settings and in the community as part of the **Sound Store** project.

We know it's been a difficult couple of years for everyone and recognise the **specific challenges experienced by musicians** and anyone working in the creative and cultural industries. We're going to begin this year with some online networking sessions for community music makers nationally, to find out how we can best support them.

#### **Equity, Diversity and Inclusion**

Evolve Music recognises the world is unequal and not everyone has the same opportunity to participate in and contribute to the cultural life of where they live. We are committed to promoting equity of opportunity both in our working practices and our community music programmes. This means we have recruitment and employment practices that look to address the imbalance of representation within the creative and cultural sector, and that all our activities are accessible and remove the barriers to creative participation experienced by many.

#### **Financial Review**

This year Evolve Music forged new relationships with the following funders: Arts Council England, Devon Education Fund, B&NES Music Education Hub, Claire Milne Trust, Devon County Council, Devon Music Education Hub, Frome Town Council, Groundwork, Helen Foundation, Medlock Charitable Trust and Norman Family Charitable Trust. The year ended with £37,536 in restricted funds for continuing projects including Sound Explorers and Sound Lab in Plymouth and a new project in South Devon.



# EVOLVE MUSIC

## TRUSTEES' ANNUAL REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### Structure, governance and management

Evolve Music ("the Charity") is a Charitable Incorporated Organisation governed by its Constitution dated 31 January 2017. It is a charity registered with the Charity Commission as No. 1171391. The Charity is governed by a Board of Trustees who are elected by voting members. The Board meets bi-monthly to have a close view on performance against objectives and to have more flexibility to react to arising issues (e.g. COVID-19).

#### Selection and Appointment of Trustees

The members elect the Trustees at the Annual General Meeting (AGM). Trustees may be co-opted between AGMs. Regular reviews are conducted to ensure that the Board has the necessary skills. New trustees take part in an induction process when they receive copies of the Charity's Constitution and Trustee's handbook, are fully briefed on their obligations under charity and company law, and are given information on the decision-making processes, the financial performance of the Charity and the business plan. Trustees with specific expertise brief the Board from time to time on current topics. More broadly, trustees are encouraged to keep up-to-date with developments in the sector and to take advantage of the many training opportunities available from various bodies.

The Trustees of the charity holding office during the year end and up to the date of signature of the financial statements are as follows:

Claire King (Chair)  
Charlotte Dunling (Secretary)  
Mark Bide (Treasurer)  
John Whall  
Sarah Fisher  
Sheena Thapermall (appointed 11 November 2021)  
Christine Mulwa (appointed 11 November 2021)  
Thea McNaught-Reynolds (appointed 23 September 2021)  
Jamel Campbell (appointed 12 May 2022)

#### Public benefit

We have had regard to the guidance contained in the Charity Commission's general guidance on public benefit and referred to it when reviewing our aim and objectives and in planning our future activities.

#### Risk Management

The CEO and trustees review risks to the charity regularly using our risk register and make appropriate plans to mitigate risks. The COVID-19 pandemic has increased the risk to securing funding for our work and as a result we have needed to submit more funding applications to ensure we maintain our activities.

#### Reserves policy

The Trustees review the reserves policy at least annually, or on the occurrence of material changes in the Charity's activities. The Trustees have reviewed the Charity's requirements for reserves and have decided to hold a sufficient balance of unrestricted reserves to cover 3 to 6 months of planned core expenditure to ensure financial stability and act as a safeguard against unpredictable income streams. These funds are received at the start of a project while expenditure follows on a monthly basis. At the end of the financial year 2021/22, unrestricted reserves were £6,827 which on a like-for-like basis represents cover of 7 months. However, our experience of managing cash flow during the pandemic suggests to us that our reserves policy may not be sufficiently robust; we expect to adopt a more conservative reserves policy for 2022/23.

Approved by the Board on 7th July 2022 and signed on its behalf:



Claire King

Chair of the Board of Trustees

Dated: 07.07.2022.....



# EVOLVE MUSIC

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF EVOLVE MUSIC

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I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 6 to 11.

#### Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

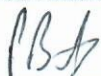
#### Basis of independent examiner's report

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

#### 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:

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



.....  
Mr P J Barton FCCA  
ART Accountants Limited  
Chartered Certified Accountants  
Ground Floor  
11 Manvers Street  
Bath  
BA1 1JQ

Dated: 7 July 2022



# EVOLVE MUSIC

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Income from:</b>					
Charitable activities	2	11,051	87,079	98,130	36,273
Investments	3	5	-	5	-
<b>Total income</b>		<u>11,056</u>	<u>87,079</u>	<u>98,135</u>	<u>36,273</u>
<b>Expenditure on:</b>					
Charitable activities	4	11,469	82,257	93,726	47,800
<b>Net incoming resources before transfers</b>		<u>(413)</u>	<u>4,822</u>	<u>4,409</u>	<u>(11,527)</u>
Gross transfers between funds		3,661	(3,661)	-	-
<b>Net movement in funds</b>		<u>3,248</u>	<u>1,161</u>	<u>4,409</u>	<u>(11,527)</u>
Fund balances at 1 April 2021		3,579	36,375	39,954	51,481
<b>Fund balances at 31 March 2022</b>		<u>6,827</u>	<u>37,536</u>	<u>44,363</u>	<u>39,954</u>

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

All income and expenditure derive from continuing activities.

# EVOLVE MUSIC


## STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets			810		417
<b>Current assets</b>					
Debtors		160		-	
Cash at bank and in hand		45,431		42,066	
<b>Creditors: amounts falling due within one year</b>		<u>(2,038)</u>		<u>(2,529)</u>	
Net current assets			43,553		39,537
<b>Total assets less current liabilities</b>			<u>44,363</u>		<u>39,954</u>
<b>Income funds</b>					
Restricted funds			37,536		36,375
Unrestricted funds			6,827		3,579
			<u>44,363</u>		<u>39,954</u>

The accounts were approved by the Trustees on 07.07.2022

  
Claire King  
Trustee

  
Mark Bide  
Trustee



# **EVOLVE MUSIC**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2022**

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#### **1 Accounting policies**

##### **Charity information**

Evolve Music is a charitable incorporated organisation whose governing document is a constitution.

##### **1.1 Accounting convention**

The accounts have been prepared in accordance with the charity's constitution, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### **1.2 Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

##### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

##### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

##### **1.5 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# EVOLVE MUSIC

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 2 Charitable activities - Income

	2022 £	2021 £
Grants	97,078	35,574
Donations	13	136
Fees from Individuals	429	563
Fees from Organisations	610	-
	<u>98,130</u>	<u>36,273</u>

#### Grants

Arts Council	13,428
St John's Foundation	13,373
The Clare Milne Trust	12,000
Vernon Ellis Foundation	10,000
National Lottery Community Fund	9,930
Babcock L&D Partnership LLP	8,800
Kick Start	7,564
Quartet Community	5,000
Frome Town Council	3,000
Youth Music	2,996
Ragdoll Foundation	2,612
Medlock Charitable Trust	2,000
Devon Community Foundation	2,000
Devon County Council	1,900
Norman Family Charitable Trust	1,500
Groundwork UK	975
	<u>97,078</u>

#### 3 Investments

	2022 £	2021 £
Interest receivable	5	-
	<u>5</u>	<u>-</u>



# EVOLVE MUSIC

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 4 Charitable activities - Expenditure

	2022 £	2021 £
Payments to freelance music leaders	29,080	17,099
Payments to freelance management staff	48,580	26,867
Staff costs	6,647	-
Advertising	898	508
Other project costs	2,961	612
Hire of rooms	460	-
	<u>88,626</u>	<u>45,086</u>
Share of support costs (see note 5)	4,620	2,294
Share of governance costs (see note 5)	480	420
	<u>93,726</u>	<u>47,800</u>

#### 5 Support and governance costs

	Support costs £	Governance costs £	2022 £	2021 £	Basis of allocation
Training	-	-	-	294	Charitable activities
Subscriptions and fees	276	-	276	125	Charitable activities
Storage	520	-	520	-	Charitable activities
Insurance	487	-	487	-	Charitable activities
Office costs	225	-	225	200	Charitable activities
Website and marketing	-	-	-	536	Charitable activities
Computer Software	216	-	216	-	Charitable activities
Professional fees	720	-	720	-	Charitable activities
Bank Charges	64	-	64	-	Charitable activities
Bookkeeping	1,842	-	1,842	1,000	Charitable activities
Depreciation	270	-	270	139	Charitable activities
Independent examination	-	480	480	420	Governance
	<u>4,620</u>	<u>480</u>	<u>5,100</u>	<u>2,714</u>	
Analysed between Charitable activities	<u>4,620</u>	<u>480</u>	<u>5,100</u>	<u>2,714</u>	

Governance costs includes payments to the independent examiner of £480 (2021 - £420).

# EVOLVE MUSIC

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

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### 6 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2022 are represented by:			
Tangible assets	810	-	810
Current assets/(liabilities)	6,017	37,536	43,553
	<u>6,827</u>	<u>37,536</u>	<u>44,363</u>