

**Natural Voice Network**  
**Charitable Incorporated Organisation**

**Registered charity 1171644**

**Trustees annual report and**  
**Financial statements for the year ended**  
**31 July 2022**

## **Natural Voice Network CIO**

### **Annual report of the trustees for the year ended 31 July 2022**

The trustees present their annual report together with financial statements for the period under review. The trustees have adopted Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) and the Financial Reporting Standard applicable in the UK (FRS 102) in preparing the annual report and financial statements of the charity.

The attached financial statements cover the year ended 31 July 2022.

### **Objectives and activities**

The objects of the charity, as stated in its governing document, are the advancement of the art of natural voice singing with the public through the maintenance, development and improvement of the practice of natural voice and community song, and in particular the development of practitioners.

These objectives are achieved by:

- providing opportunities for practitioners to share information, ideas, materials, skills and experiences
- organising and supporting training events and conferences
- publicising and promoting the work of the organisation and the activities of singing practitioners and choirs
- seeking funding and acquiring resources to support the work of the charity and its members
- promoting and developing good practice and high standards in the field of natural voice and community song, by encouraging members to undertake training and continuing professional development
- producing publications which are a resource for practitioners and choirs

The trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

### **Achievements and performance**

During the year under review, the charity offered a wide range of support for those working with voice and song and participants in natural voice choirs.

We did this by:

- supporting the 600+ members to find training and support locally to them, using a monthly email that highlights all the training opportunities offered by members
- arranging an online annual gathering of practitioners with opportunities for networking as well as song learning, and workshops on a huge variety of themes
- commissioning a re-build of its website to highlight the work of the Network, enable singers to find song leaders and singing groups in their area, and make it easier for members to find resources for their professional development
- assembling collections of articles, research reports, toolkits, blogs, podcasts, and other resources that may be useful to members
- reminding members of the teaching videos available via the members' area of the website to support members' continuing professional development, thus enabling us to reach members from all over the UK and internationally
- expanding the support to members with a Facebook members-only discussion forum where ideas and questions can be shared and answered and good practice disseminated
- partnership with Singing Mamas
- developing connections with other relevant projects, networks and organisations including the Singing

#### Network UK

- facilitating research done by a PhD student into natural voice singing
- promoting natural voice singing by maintaining a regular newsletter including all the opportunities for singing nationally and internationally
- adding a voluntary levy to the membership fee, after this was agreed by members at the AGM in January 2022. This was to raise awareness of our debt to the cultures of black people, people of colour and oppressed indigenous peoples. The levy money will be used to create a fund that NVN members can apply to, to provide financial support for organisations or projects working for change in the area of anti-racism and cultural honouring.
- creating a process by which members could apply to the levy fund for the first round of applications in Autumn 2022.
- holding an online workshop on the older women's voice, which over 70 members signed up for

### Financial review

The principal funding source of the charity is membership subscriptions.

A summary of the charity's financial transactions during the year is as follows:

20-21		21-22
£		£
38847	Incoming resources	41106
31666	Resources expended	52682
£ 7181	Net surplus/(deficit)	£ (11576)
34555	Balance at start of year	41736
£ 41736	Balance at end of year	£ 30160
701	Membership at start of year	643
643	Membership at end of year	674

Full financial statements are attached.

### Reserves

The charity aims to hold a level of reserves to continue its activities by covering operational costs and emergency expenditure, to manage cash flow and mitigate any downturn in income. The charity is also obliged to pay advance deposits on venues for events and if an event did not take place, the charity might forfeit the deposits and be liable for other associated costs. The trustees have agreed that the charity's bank account should not fall below a figure representing 50% of annual membership income. The trustees consider the current level of general reserves is necessary and appropriate taking into account continuing commitments.

### Structure, governance and management

Natural Voice Network is a charitable incorporated organisation (CIO) with voting members other than its trustees, formed on 16 February 2017. It is a registered charity in England and Wales (number 1171644) and operates under a constitution adopted upon incorporation.

The charity is managed by trustees appointed at the AGM by the members. Additional trustees may be co-opted between AGMs by existing trustees, but must be confirmed in office at the subsequent AGM. The constitution limits the term of individual trustees to periods of four consecutive years. The trustees meet several times a year and are in regular contact remotely.

Trustees who served during the during the year under review were:

	Co-opted	Elected	Stood down
Frances Andre		09.01.21	
Omolara Awen		11.01.20	09.01.22
Jessica Baker		09.01.21	
Rebecca Ballard (treasurer)	01.07.19	11.01.20	
Laura Bradshaw		11.01.20	23.09.21
Siobhan Donnelly		09.01.22	
Kate Davies		14.02.22	01.07.22
James Dawes		09.01.22	
Satnam Galsian		09.01.22	
Kirsty Martin		09.01.21	
Ryan O'Riordan		11.01.20	09.01.22
Lotte Reimer		13.01.18	09.01.22
Chris Samuel		09.01.21	
Roxane Smith		11.01.20	

No remuneration or waiving of subscriptions were given to trustees. Details of expenses reimbursed are disclosed in Note 4 of the financial statements.

The trustees declare that they have approved the above report



Rebecca Ballard  
Trustee

Date: 12-Jan-2023

**Natural Voice Network CIO**  
**Statement of financial activities**  
**for the year ended**  
**31 July 2022**

20-21			note
£		£	
	<b>Incoming resources</b>		
	Charitable activities:		
31368	Membership	29649	1
5768	Events	8405	2
1711	Publications	1687	3
	Workshops	1365	
<hr/>		<hr/>	
£ 38847		<b>41106</b>	
<hr/>		<hr/>	
	<b>Resources expended</b>		
	Charitable activities:		
20745	General charitable activities	41049	4
10089	Events	10188	2
832	Publications	745	3
	Workshops	700	
<hr/>		<hr/>	
£ 31666		<b>52682</b>	
<hr/>		<hr/>	
£ 7181	<b>Net movement in funds</b>	<b>£ (11576)</b>	
34555	Balance at 1 August 2021	41736	
<hr/>		<hr/>	
£ 41736	Balance at 31 July 2022	<b>£ 30160</b>	
<hr/>		<hr/>	

**Natural Voice Network CIO**  
**Balance sheet**  
**31 July 2022**

20-21

£	£		£	note
<b>Current assets</b>				
2490		Stocks	2064	
6235		Debtors & prepayments	6485	5
49218		Cash at bank	41446	
<hr/>			<hr/>	
57943			49995	
<b>Creditors: amounts falling due within one year</b>				
	15657	Amounts received in advance	17210	6
	550	Creditors & accruals	590	
16207	<hr/>		<hr/>	17800
<hr/>			<hr/>	
£ 41736		<b>Total net assets</b>	<b>£ 32195</b>	
<hr/>			<hr/>	
<b>Funds of the charity</b>				
		Restricted funds	2035	7
41736		Unrestricted funds	30160	
<hr/>			<hr/>	
£ 41736			<b>£ 32195</b>	
<hr/>			<hr/>	

Approved by the trustees on

Signed on their behalf by



Rebecca Ballard  
Trustee/Treasurer

**Natural Voice Network CIO**  
**Accounting policies**  
**Year ended 31 July 2022**

**Summary of significant accounting policies**

***a) General information and basis of preparation***

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) 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 2015 as updated through Update Bulletin 1, published on 2 February 2016, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice (GAAP).

The charity does not include a cash flow statement as it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies are consistently applied to all years presented unless otherwise stated.

***b) Funds***

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised or allocated by the charity for particular purposes.

***c) Incoming resources***

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Membership subscriptions are apportioned to each accounting year with the amount relating to the subsequent year shown as received in advance (note 6).

In line with SORP (FRS 102) no amount is included in the financial statements for volunteer time.

***d) Resources expended***

All expenditure is accounted for on an accruals basis. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Where deposits are paid for services to be delivered after the year end, and at the time of accounts preparation have been delivered or there is reasonable expectation that the services will be delivered, these are allocated to the subsequent year and are therefore included as prepayments (note 5).

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grant. Where grants are conditional to performance then the grant is only accounted for when payment becomes due, but is noted as a capital commitment if significant.

***e) Going concern***

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.



**Natural Voice Network CIO**  
**Notes to Accounts**  
**for the year ended**  
**31 July 2022**

20-21

**1 Membership income**

Number of members:

31 July 2020	701
31 July 2021	643
31 July 2022	674

£	£		£	£
31155		Membership subscriptions		29474
213		E-mail services		175
-----				-----
£ 31368				£ 29649
-----				-----

Subscriptions are allocated to each accounting year with the amount relating to the subsequent year shown as received in advance (note 6).

**2 Events**

***Annual gathering***

5768		Fees received from participants		8405
		<i>Less: expenses:</i>		
	4640	Teleconferencing fees	6341	
	1400	Tutor fees	650	
	900	Recording and videography	900	
	0	Office costs	0	
	109	Payment processing fees	207	
7049	-----		-----	8098
-----				-----
£ (1281)		Operating deficit for year		£ 307
		Additional expenditure:		
	3040	Administration charge	2090	
3040	-----		-----	2090
-----				-----
£ (4321)		Deficit after additional expenditure		£ (1783)
-----				-----
		<b><i>Total</i></b>		
5768		Income		8405
10089		Expenditure		10188
-----				-----
£ (4321)		Deficit for year		£ (1783)
-----				-----

**Natural Voice Network CIO**  
**Notes to Accounts**  
**for the year ended**  
**31 July 2022**

20-21			
£	£	£	£
<b>3 Publications</b>			
	<b><i>To Grace the Earth</i></b>		
210	Sales		350
	<i>Less : expenditure</i>		
4	Payment processing fees		7
£ 206	Surplus for year		£ 343
	<b><i>This Room Sings</i></b>		
1501	Sales		1337
	<i>Less : expenditure</i>		
474	Production costs	427	
144	Administration charge	141	
188	Postage and packing	144	
22	Payment processing fees	26	
828			738
£ 673	Surplus for year		£ 599
	<b><i>Total</i></b>		
1711	Income		1687
832	Expenditure		745
£ 879	Surplus for year		£ 942
<b>4a Resources expended on general charitable activities</b>			
7198	Contractor costs: administration		7724
2317	Contractor costs: bookkeeping		2317
0	General travel and related expenses		144
0	Trustees' expenses (see note below)		510
0	Room hire		315
5772	Members' insurance scheme		6911
2962	Website management & hosting		1632
334	Website development		19746
192	Office costs		199
807	Course fee		82
550	Independent accounts examination		590
569	Payment processing fees		656
	Software costs		173
35	Subscriptions		50
£ 20736			£ 41049

**Natural Voice Network CIO**  
**Notes to Accounts**  
**for the year ended**  
**31 July 2022**

	20-21								
	£	£				£			£

**4b Trustees' expenses**

Trustees are reimbursed for expenses incurred in the course of carrying out their duties: travel based on a mileage rate of 45ppm or fares incurred, other expenses based on invoices produced.

0		Travel	451		
0		Subsistence	60		
0					571

No remuneration or waiving of subscriptions were given.  
Free attendance at the online annual gathering is offered to enable attendance at the AGM and trustees meeting and facilitate interaction with members. Technical support for the online gathering was provided by Fran Andre at a cost of £1247.

**5 Debtors and prepayments**

5960		Annual gathering	5960		
275		Insurance	53		
0		Subscriptions	472		
£ 6235					£ 6485

The prepayment for the annual gathering was originally for the 2021 event, but is now allocated to 2023. This could be considered a material risk given the lead time. At the date of accounts approval, the trustees are not aware of any realised risk.

**6 Amounts received in advance**

£ 15657		Membership subscriptions allocated to subsequent year	£ 17210		

**7 Restricted Funds**

		Anti Racism & Cultural Honouring	£ 2035		

**Natural Voice Network**  
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**Registered charity 1171644**

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## **Natural Voice Network CIO**

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Chris Samuel		09.01.21	
Roxane Smith		11.01.20	

No remuneration or waiving of subscriptions were given to trustees. Details of expenses reimbursed are disclosed in Note 4 of the financial statements.

The trustees declare that they have approved the above report



Rebecca Ballard  
Trustee

Date: 12-Jan-2023

**Natural Voice Network CIO**  
**Statement of financial activities**  
**for the year ended**  
**31 July 2022**

20-21			note
£		£	
	<b>Incoming resources</b>		
	Charitable activities:		
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5768	Events	8405	2
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	Workshops	1365	
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	<b>Resources expended</b>		
	Charitable activities:		
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10089	Events	10188	2
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	Workshops	700	
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£ 41736	Balance at 31 July 2022	<b>£ 30160</b>	
<hr/>		<hr/>	



**Natural Voice Network CIO**  
**Balance sheet**  
**31 July 2022**

20-21

£	£		£	note
<b>Current assets</b>				
2490		Stocks	2064	
6235		Debtors & prepayments	6485	5
49218		Cash at bank	41446	
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57943			49995	
<b>Creditors: amounts falling due within one year</b>				
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16207	<hr/>		<hr/>	17800
<hr/>			<hr/>	
£ 41736		<b>Total net assets</b>	<b>£ 32195</b>	
<hr/>			<hr/>	
<b>Funds of the charity</b>				
		Restricted funds	2035	7
41736		Unrestricted funds	30160	
<hr/>			<hr/>	
£ 41736			<b>£ 32195</b>	
<hr/>			<hr/>	

Approved by the trustees on

Signed on their behalf by



Rebecca Ballard  
Trustee/Treasurer

**Natural Voice Network CIO**  
**Accounting policies**  
**Year ended 31 July 2022**

**Summary of significant accounting policies**

***a) General information and basis of preparation***

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All expenditure is accounted for on an accruals basis. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

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**Natural Voice Network CIO**  
**Notes to Accounts**  
**for the year ended**  
**31 July 2022**

20-21

**1 Membership income**

Number of members:

31 July 2020	701
31 July 2021	643
31 July 2022	674

£	£		£	£
31155		Membership subscriptions		29474
213		E-mail services		175
-----				-----
£ 31368				£ 29649
-----				-----

Subscriptions are allocated to each accounting year with the amount relating to the subsequent year shown as received in advance (note 6).

**2 Events**

***Annual gathering***

5768		Fees received from participants		8405
		<i>Less: expenses:</i>		
	4640	Teleconferencing fees	6341	
	1400	Tutor fees	650	
	900	Recording and videography	900	
	0	Office costs	0	
	109	Payment processing fees	207	
7049	-----		-----	8098
-----				-----
£ (1281)		Operating deficit for year		£ 307
		Additional expenditure:		
	3040	Administration charge	2090	
3040	-----		-----	2090
-----				-----
£ (4321)		Deficit after additional expenditure		£ (1783)
-----				-----
		<b><i>Total</i></b>		
5768		Income		8405
10089		Expenditure		10188
-----				-----
£ (4321)		Deficit for year		£ (1783)
-----				-----

**Natural Voice Network CIO**  
**Notes to Accounts**  
**for the year ended**  
**31 July 2022**

20-21			
£	£	£	£
<b>3 Publications</b>			
	<b><i>To Grace the Earth</i></b>		
210	Sales		350
	<i>Less : expenditure</i>		
4	Payment processing fees		7
£ 206	Surplus for year		£ 343
	<b><i>This Room Sings</i></b>		
1501	Sales		1337
	<i>Less : expenditure</i>		
474	Production costs	427	
144	Administration charge	141	
188	Postage and packing	144	
22	Payment processing fees	26	
828			738
£ 673	Surplus for year		£ 599
	<b><i>Total</i></b>		
1711	Income		1687
832	Expenditure		745
£ 879	Surplus for year		£ 942
<b>4a Resources expended on general charitable activities</b>			
7198	Contractor costs: administration		7724
2317	Contractor costs: bookkeeping		2317
0	General travel and related expenses		144
0	Trustees' expenses (see note below)		510
0	Room hire		315
5772	Members' insurance scheme		6911
2962	Website management & hosting		1632
334	Website development		19746
192	Office costs		199
807	Course fee		82
550	Independent accounts examination		590
569	Payment processing fees		656
	Software costs		173
35	Subscriptions		50
£ 20736			£ 41049

**Natural Voice Network CIO**  
**Notes to Accounts**  
**for the year ended**  
**31 July 2022**

	20-21								
	£	£				£			£

**4b Trustees' expenses**

Trustees are reimbursed for expenses incurred in the course of carrying out their duties: travel based on a mileage rate of 45ppm or fares incurred, other expenses based on invoices produced.

0		Travel	451		
0		Subsistence	60		
0					571

No remuneration or waiving of subscriptions were given.  
Free attendance at the online annual gathering is offered to enable attendance at the AGM and trustees meeting and facilitate interaction with members. Technical support for the online gathering was provided by Fran Andre at a cost of £1247.

**5 Debtors and prepayments**

5960		Annual gathering	5960		
275		Insurance	53		
0		Subscriptions	472		
£ 6235					£ 6485

The prepayment for the annual gathering was originally for the 2021 event, but is now allocated to 2023. This could be considered a material risk given the lead time. At the date of accounts approval, the trustees are not aware of any realised risk.

**6 Amounts received in advance**

£ 15657		Membership subscriptions allocated to subsequent year	£ 17210		

**7 Restricted Funds**

		Anti Racism & Cultural Honouring	£ 2035		

**Independent examiner's report to the trustees of  
Natural Voice Network CIO  
for the year ended  
31 July 2022**

**Respective responsibilities of treasurer and examiner**

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

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. An audit is not required by the charity's constitution.

**Basis of independent examiner's statement**

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

My examination was carried out in accordance with 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 the 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 statement below.

**Independent examiner's statement**

I confirm that in the course of my examination, no matters have come to my attention that give 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
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.**



Christopher Lee  
Cider Mill Cottage, Haw Bridge, Tirley, Gloucester, GL19 4HJ  
12 January 2023