

Natural Voice Network
Charitable Incorporated Organisation

Registered charity 1171644

Trustees annual report and
Financial statements for the year ended
31 July 2023

Natural Voice Network CIO

Annual report of the trustees for the year ended 31 July 2023

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 2023.

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 650+ members to find training and support locally to them, using a monthly email that highlights all the training opportunities offered by members
- Promoting natural voice singing by maintaining a regular newsletter including all the opportunities for singing, nationally and internationally
- Arranging an In Person Annual Gathering of NVN practitioners, offering the opportunity for Networking, CPD through Workshops, re-booting of Regional Groups and song sharing
- Arranging an online annual gathering of NVN practitioners with opportunities for networking as well as song learning, and workshops on a huge variety of themes
- Launching the re-designed and vastly improved NVN website. This will:
 - Highlight the work of the Network
 - Enable members and non-members to find song leaders and singing groups in their area
 - Enable members to find resources for their professional development through the collections of articles, research reports, toolkits, blogs, podcasts, and other resource
- Continuing the support to members in the Facebook members-only discussion forum where ideas and

- questions can be shared and answered and good practice disseminated
- Entering a partnership with Singing for Health and a loose association with Making Music
- Developing connections with other relevant projects including being invited to judge on the Making Music Annual awards
- Continuing to facilitate research by
 - a PhD student into natural voice singing
 - a Diploma student into the re-teaching of songs taught by ear
- Using the anti-racism and cultural honouring (ARCH) levy to
 - Support the attendance at the AG 2023 of 3 non-NVN persons of the Global Majority
 - Support the Black Lives Matter Commissioning project whereby 8 composers of colour were invited to create new songs for sale and use worldwide
 - Support 3 projects with c£2000 through the April/May award process
- Work of the ARCH steering group has been seen by them to have been completed now that the ARCH principles and ethos have been incorporated into the running of the organisation
- Running an on-line study day on Gender Inclusion ('Welcoming Trans and Non-Binary People to Your Singing Group') which was open to partner and associated groups
- Engaging as a Trustees Board in further work on inclusion and anti-racism, by taking part in a number of on-line training events regarding Equity, Difference and Inclusion, run by NCBI, and starting to read 'Me and White Supremacy' as a study text for our personal engagement, by using Whatsapp to share our personal responses to that text

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:

21-22		22-23
£		£
43141	Incoming resources	72992
52682	Resources expended	82044
<u>£ (9541)</u>	Net (deficit)	<u>£ (9052)</u>
41736	Balance at start of year	32195
<u>£ 32195</u>	Balance at end of year	<u>£ 23143</u>
643	Membership at start of year	643
674	Membership at end of year	667

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's principal address is 10 St. Albans Road, Sheffield, S10 4DP.

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	14.01.23
Jessica Baker		09.01.21	
Rebecca Ballard (treasurer)	01.07.19	11.01.20	14.01.23
Tembre de Carteret		14.01.23	
James Dawes		09.01.22	
Siobhan Donnelly		09.01.22	
Lisa Doscher	30.09.22	14.01.23	
Satnam Galsian		09.01.22	
Rose Hodgson		14.01.23	
Neal Jolly (treasurer)	08.06.22	14.01.23	
Kirsty Martin		09.01.21	08.06.22
Chris Samuel		09.01.21	14.01.23
Roxane Smith		11.01.20	
Kate Valentine		14.01.23	

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

Neal Jolly
Trustee

Date: 27 November 2023

Natural Voice Network CIO
Statement of financial activities
for the year ended
31 July 2023

21-22			note
£		£	
	Incoming resources		
	Charitable activities:		
29649	Membership subscriptions	30123	1
8405	Events	37478	2
1687	Publications	2146	3
1365	Workshops	60	
2035	ARCH levy	3185	5
<hr/>		<hr/>	
£ 43141		72992	
<hr/>		<hr/>	
	Resources expended		
	Charitable activities:		
41049	General charitable activities	31782	4
10188	Events	43363	2
745	Publications	1036	3
700	Workshops	500	
	Event bursaries including annual gathering	1774	
	ARCH grants	3589	5
<hr/>		<hr/>	
£ 52682		82044	
<hr/>		<hr/>	
£ (9541)	Net movement in funds (deficit)	£ (9052)	
41736	Balance at 1 August 2022	32195	
<hr/>		<hr/>	
£ 32195	Balance at 31 July 2023	£ 23143	
<hr/>		<hr/>	

Natural Voice Network CIO
Balance sheet
31 July 2023

21-22				note
£	£		£	£
Current assets				
2064		Stocks	1644	
6485		Debtors & prepayments	3396	6
41446		Cash at bank	36313	
<hr/>			<hr/>	
49995			41353	
Creditors: amounts falling due within one year				
	17210	Amounts received in advance	17322	7
	590	Creditors & accruals	888	
17800	<hr/>		<hr/>	18210
<hr/>			<hr/>	
£ 32195		Total net assets	£ 23143	
<hr/>			<hr/>	
Funds of the charity				
2035		Restricted funds	1631	5
30160		Unrestricted funds	21512	
<hr/>			<hr/>	
£ 32195			£ 23143	
<hr/>			<hr/>	

Approved by the trustees on 27 November 2023

Signed on their behalf by

Neal Jolly
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 2023

21-22

1 Membership income

Number of members:

31 July 2021	643
31 July 2022	674
31 July 2023	667

£	£		£	£
29474		Membership subscriptions		29962
175		E-mail services		161
£ 29649				£ 30123

Subscriptions are allocated to each accounting year with the amount relating to the subsequent year shown as received in advance (note 7).

2 Events

Annual gathering

8405		Fees received from participants		37478
		<i>Less: expenses:</i>		
		Venue hire	31383	
		Event organiser	4313	
		Organising committee accommodation	834	
		Organising committee travel	30	
	650	Tutor fees, travel & accommodation	2251	
	7241	Recording, videography, streaming	1710	
		Sundry expenses and office costs	305	
	207	Payment processing fees	707	
8098				41533
£ 307		Operating deficit for year		£ (4055)
		<i>Additional expenditure:</i>		
	2090	Administration charge	1560	
		Accommodation for administrator	270	
2090				1830
£ (1783)		Deficit after additional expenditure		£ (5885)
		<i>Total</i>		
8405		Income		37478
10188		Expenditure		43363
£ (1783)		Deficit for year		£ (5885)

Natural Voice Network CIO
Notes to Accounts
for the year ended
31 July 2023

21-22			
£	£	£	£
3 Publications			
	<i>To Grace the Earth</i>		
350	Sales		690
	<i>Less : expenditure</i>		
7	Payment processing fees		14
£ 343	Surplus for year		£ 676
	<i>This Room Sings</i>		
1337	Sales		1456
	<i>Less : expenditure</i>		
427	Production costs	659	
141	Administration charge	168	
144	Postage and packing	169	
26	Payment processing fees	26	
738			1022
£ 599	Surplus for year		£ 434
	<i>Total</i>		
1687	Income		2146
745	Expenditure		1036
£ 942	Surplus for year		£ 1110
4a Resources expended on general charitable activities			
7535	Contractor costs: administration		8764
2317	Contractor costs: bookkeeping		2317
144	General travel and related expenses		302
510	Trustees' expenses (see note below)		1946
	Accommodation for trustees at annual gathering		2430
315	Room hire		428
82	Trustee training		1791
6911	Members' insurance scheme		7503
1632	Website management & hosting		168
19746	Website development		2948
199	Office costs		225
590	Independent accounts examination		625
656	Payment processing fees		1017
362	Software costs		835
50	Subscriptions		83
	Consultancy fees – ARCH levy		400
£ 41049			£ 31782

21-22

£	£	£	£
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	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.	
450	Travel	1088
60	Subsistence	444
	Accommodation	414
510	_____	_____ 1946

	Anti Racism & Cultural Honouring	
	Balance brought forward	2035
2035	Membership levy	3185
	Less: grants made	(3589)
£ 2035		£ 1631

5960	Annual gathering	2993
53	Insurance	
472	Subscriptions	403
<hr/>		<hr/>
£ 6485		£ 3396

£ 17210	Membership subscriptions allocated to subsequent year	£ 17322
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**Independent examiner's report to the trustees of
Natural Voice Network CIO
for the year ended
31 July 2023**

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
1 December 2023