



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1/9/2019 To 31/8/2020

1 term as normal, 1 which was forced to finish early due to coronavirus pandemic lockdown, 1 entirely online

Charity name: Questors Young Musicians Club

Charity registration number: 1172350

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: 1. to advance the education of children and young people in music and the playing of musical instruments; and 2. to advance public education in, and appreciation of, music, particularly, but not exclusively, by the running and administration of a club for young musicians in Ealing.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	QYMC has been running for over 50 years as a music school, offering music education on Saturdays (from 8.30 to 13.00), for 30 weeks per year, to children aged from 3-18 years old. This is predominantly on a group basis and there is a focus on participating in ensembles and the orchestra from an early age. Pupils are encouraged to take musical examinations where appropriate, and achieve excellent results, above the national average. Pre-pandemic at least one concert is organised every term. This gives the children the opportunity to perform and learn from the experience. It also gives parents and/or other interested persons the chance to attend and enjoy the music. During the pandemic this wasn't possible however an online performance platform for pupils to perform to each other was created and the summer concert produced as a video. Throughout the year all children regardless of ability are encouraged to participate in

		concerts. The organisation has historically operated as an unincorporated association run by a committee of volunteers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees took legal advice from Gareth Roy at Russel Cooke, (legal firm specialising in charity matters) who confirmed that in their view there was public benefit, as defined in the Charity Commission guidance, in our operations prior to converting from an Unincorporated Organisation to a CIO in March 2017. The trustees have ongoing regard to public benefit, which is monitored and reported through termly Trustee meetings.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The CIO (Foundation Constitution) is run by Trustees, including defined roles of Chair, Treasurer, and Secretary as well as other parent representatives. We are extremely fortunate to also have a very active team of volunteers who run the café and reception in addition to helping with transportation of instruments for concerts etc. These volunteers are generally parents, but we also benefit from older pupils volunteering as part of their Duke of Edinburgh Award. Our volunteers are very efficiently co-ordinated by one of our Trustees.
Other		Initiatives: • Moving almost the entire provision online due to the pandemic • New code of conduct for remote learning • Performance Platform • Pupil of the Week – nominations from teachers published weekly on our website • Open Day and Summer Concert videos • Sharing of lesson resources online

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In this period: - Between 135 and 197 (Autumn Term 2019 – Summer Term 2020) pupils studied in over 100 lessons each week, including theory, aural, individual tuition, group tuition. - Over 250 ensemble sessions per year (including percussion, jazz, strings, wind) 28 orchestra sessions - Over 130 instruments are held for hire to encourage poorer pupils to start on their musical journey. 1 live Christmas concert at Little Ealing Primary School, Ealing - The summer term was entirely online due to the pandemic. Although numbers dropped the regular online contact with teachers and other pupils was hugely appreciated by parents and had a significant positive effect on the mental health of children, many of whom were receiving very little from their schools. - Held online open day to extend reach - Summer concert in the form of a video

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The achievements outlined above were in line with the objectives set in the CIO constitution, specifically: - In relation to "to advance the education of children and young people namely in music and the playing of musical instruments" - we have carried out the activities outlined above on 28 Saturdays across the year and run an assisted place programme to students, who would not otherwise be able to learn an instrument. As we had to end the Spring Term early due to Covid-19 we arranged for teachers to send work home, along with links to YouTube for music to watch/listen to. - In the 3rd term this year our numbers dropped due to going online. - Some pupils start at 3/4 years and stay with us until they leave school at 18.
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		• In relation to “to advance public education in, and appreciation of, music particularly, but not exclusively, by the running and administration of a club for young musicians in Ealing”: ○ We have run 2 QYMC concerts (one as a video), which are open to friends and family. ○ We produced an open day video which gave current and prospective pupils an opportunity to find out about a wide variety of instruments.
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Please see attached financial report • Total receipts £82,504 • Total payments £85,409 • Balance c/fwd at 31st August 2020 £34,811
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Following some years when there was a negative operating balance, the financial policy since 2016 has been to generate an operating surplus of 1-5%, so that the CIO is not put at financial risk and therefore avoids having to spend reserves to subsidise operating costs. The historical reserve which was carried forward into the CIO is generally use for musical instrument purchase and maintenance. This reserve also acts as a contingency for paying rent and wages, and in the past (pre-CIO) has been used for one-off concerts such as the QYMC 50th anniversary concert at Cadogan Hall (2014). In 2019-2020 this reserve has enabled QYMC to continue to run despite reduced numbers. We were also able to extend the Assisted Places Scheme to families whose finances had been hit by Covid-19. This would not have been possible without these reserve funds.
Amount of reserves held	Para 1.22	Cash at bank at 31 Aug 2020 £35,910 Stock at 31 Aug 2020 £29,381 Total reserves held at 31 August 2020 £64,192
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funding is mainly through tuition fees and are kept to a minimum as per the constitution. The Saturday morning café operating in the autumn term and first half of the spring term brought in additional funds.
Investment policy and objectives including any	Para 1.46	N/A

social investment policy adopted		
A description of the principal risks facing the charity	Para 1.46	Loss of premises. Lessons are currently held in Little Ealing Primary School. The 3 year contract expired in August 2020. Discussions to renew ongoing. Other schools are being approached as a back-up. Global pandemic – 1:1 lessons for existing pupils worked very well, ensembles and classes for younger children were not so popular. We will need a marketing campaign to increase numbers when we are able to restart face to face.
Other		

Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are generally appointed for a term of 3 years by a resolution passed at a properly convened meeting of the Trustees or in writing.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All prospective trustees have to have a valid DBS. They are screened by The Chair / Musical Director (also a trustee) for suitability prior to meeting with other existing Trustees. The Chair / Musical Director meet with new trustees, to brief them on the history on the history and ethos of the club, the CIO status and constitution and emergency and other procedures. They are also shown where to find the Trustee Information Packs. For specific roles (eg Treasurer) – a longer induction is required to cover financial processes and controls.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is a stand-alone Charitable Incorporated Organisation (CIO). There is no wider network link.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Questors Young Musicians Club
Other name the charity uses	N/A
Registered charity number	1172350
Charity's principal address	Questors Young Musicians Club 7-8 Ritz Parade Western Avenue London W5 3RA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Carr	Chair	30 th March 2017-Present	Initial Trustee
2				
3	Fiona Johnson	Also employed as Musical Director. (Permission from Charity Commission granted at time of CIO application)	30 th March 2017-Present	
4	Michelle Duby		30 th March 2017-Present	
5	Patrick McLaughlin		30 th March 2017-Present	
6	Siaw-Lynn Ng		30 th March 2017-Present	
7	Claire Hardiman		30 th March 2017-Present	
8	Huilin Jin	Treasurer	3 rd November 2018- 9 th November 2019	
9	Sean Cotter	Treasurer	9 th November 2019 - Present	
10	Sigla Trowbridge	Secretary	3 rd November 2018-Present	
11	Pauline Hill		3 rd November 2018-Present	
12				
13				
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17				
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

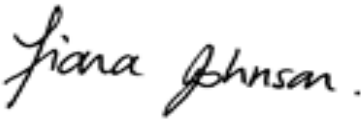
N/A

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Helen Carr	Fiona Johnson
Position (eg Secretary, Chair, etc)	Chair	Musical Director
Date	30/06/2021	

CIO Charity number: 1172350

**Questors Young Musicians Club
Receipts and Payments Accounts
for the year ended 31 August 2020**

Questors Young Musicians Club

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Questors Young Musicians Club

Legal and administrative information

CIO Charity number	1172350
Registered office	Levy + Partners Limited 7-8 Ritz Parade Western Avenue London W5 3RA
Trustees	Fiona Johnson Singla Trowbridge Pauline Hill P G McLaughlin Claire Marie Hardiman Helen Josephine Carr Michelle Duby Siaw-Lynn Ng Sean Cotter
Accountants	Levy + Partners Limited 7-8 Ritz Parade Western Avenue London W5 3RA

Questors Young Musicians Club

Accountants' report the trustees of Questors Young Musicians Club

We have prepared the Receipts and Payments accounts and the statement of Assets and Liabilities under your instructions, from the accounting records and information provided by you for the year ended 31 August 2020 set out on pages 3 to 4.

Levy + Partners Limited
Chartered Accountants
7-8 Ritz Parade
Western Avenue
London
W5 3RA

Date: 30.06.21

Questors Young Musicians Club

Receipts and Payments Account

For the year ended 31 August 2020

	2020 Total £	2019 Total £
Balance b/fwd at 1st September 2018	<u>37,716</u>	<u>38,130</u>
Receipts		
Tuition fees	80,862	90,520
Cafe	1,332	3,896
Concert	-	830
Miscellaneous income	284	110
Interest received	26	48
Total receipts	<u>82,504</u>	<u>95,404</u>
Payments		
Rent	8,000	12,000
Recital	525	1,107
Storage	1,628	1,680
Instrument purchase	704	2,343
Insurance	766	759
Cafe expense	706	1,381
Office supply	174	182
DBS	-	12
Other expense	2,219	469
Accountancy fees	1,099	1,065
Teacher fees and Salaries	69,588	74,820
Total payments	<u>85,409</u>	<u>95,818</u>
Balance c/fwd at 31 August 2020	<u>34,811</u>	<u>37,716</u>

Questors Young Musicians Club

Statement of Assets and Liabilities as at 31 August 2020

	2020 £	2019 £
Current assets		
Cash at bank and in hand	35,910	37,716
Stock of music instruments	29381	28,677
	<u>65,291</u>	<u>66,393</u>
due within one year	<u>(1,099)</u>	<u>(1065)</u>
Net current assets	64192	65,328

Approved by the board of trustees on and signed on its behalf by:

Sean Cotter

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Sean Cotter

Trustee

30.06.21

Helen Carr

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Helen Josephine Carr

Trustee

30.06.21