

JazzLeeds

Charity number 1178875

**Annual Report and Financial Statements
for the year ended 30 September 2020**



Annual Report and Financial Statements
for the year ended 30 September 2020

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Prepared by West Yorkshire Community Accounting Service

JazzLeeds

Trustees' report for the year ended 30 September 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Steve Crocker	Chair	
Jamil Sheriff	Trustee	
Rosemary Holmes	Trustee	
Steve Ross	Trustee	
John Duffield	Trustee	Resigned December 2019
Ben Gilbert	Trustee	Appointed February 2020
Karen Gourlay	Trustee	Appointed February 2020

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1178875, on 21 June 2018.

Principal address

11 Gledhow Park Drive
Leeds
LS7 4JT

Bankers

HSBC
33 Park Row
Leeds
LS1 1LD

Independent examiner

Claire Welling

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 21 June 2018.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a period of three years by a resolution passed at a properly convened meeting of the charity's trustees.

Objectives and activities

The charity's objects

To promote, improve, develop and maintain public appreciation of music in jazz and similar genre by:

- (i) the presentation of high quality artist's work in the city of Leeds and farther afield if necessary;
- (ii) engaging individuals through music in order to develop their interests, skills, capacities and capabilities, and thereby providing recreational and leisure time activity in the interests of social welfare, well-being and promotion of community cohesion.
- (iii) such other means at the trustees discretion.

JazzLeeds

Trustees' report (continued) for the year ended 30 September 2020

Objectives and activities (Continued)

The charity's main activities

JazzLeeds is a volunteer led organisation providing an extensive and sustainable programme of Jazz, associated music events and related community activities. JazzLeeds encourages and develops the local music and creative arts scene, supports new jazz activities, including promoting European and International collaboration and develops new audiences for jazz.

Public benefit statement

In setting our objectives and planning our activities our JazzLeeds trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the promotion of the arts and culture, the promotion of volunteering and the advancement of education.

As a charity, one of JazzLeeds aims is to use live music to bring communities together and promote well-being. The lockdown has caused high levels of anxiety and depression amongst both our audiences and musicians. Our survey (June 2020) found that around half of our regular audiences were unwilling to attend indoor concerts. When possible we have tried to provide opportunities for both listening to, and playing music. We have tried to bring people together, providing some social interaction, albeit at a distance. We believe that over the summer we were the only jazz group in the north who were able to present live performances. A small "bubble" of volunteers organised and ran these concerts. The enthusiasm and joy with which gigs were received had a very positive impact on all involved.

Achievements and performance

Between October 2019 and March 2020 our programme of evening and Sunday afternoon concerts ran as in previous years. A total of 30 concerts were presented and these included a mix of international, national and local musicians plus two jam sessions. There were fortnightly workshops for musicians.

During the Covid lockdown between March and June 18 one hour videos were presented on-line and four broadcasts were organised through Chapel FM. Both the choir and band workshop tutors offered on-line workshops during this time.

Between July and September 23 concerts were held at Seven Arts, Leeds. All were risk assessed for Covid compliance and socially distanced. Most took place outside in the Courtyard and audiences either pre-booked (inside concerts) or contributed by a Pay As You Feel collection. Seven Arts waived the usual fee for renting their venue as the concerts were seen as a way of encouraging their customers back to their bar. Most bands were local. Two jam sessions were very popular with local musicians, including students.

A social distanced Jazz Picnic was held on 6 September at Gledhow Sports club with four bands. This was attended by almost 100 people and supported by Sports club staff and fifteen JazzLeeds volunteers.

JazzLeeds

Trustees' report (continued) for the year ended 30 September 2020

Objectives and activities

Financial review

The net receipts for the year were £3,684, including net receipts of £2,234 on unrestricted funds and net receipts of £1,450 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £41,523.

The JazzLeeds policy is to keep three months of turnover in reserve for unplanned events. Currently we exceed this amount.

Our regular programme of concerts and workshops was cancelled between March and June 2020, our summer programme had limited audience numbers, and our summer festival was reduced to a single day, all because of COVID restrictions. As a result our reserves are higher than normal. With the continuing uncertainty in planning concerts, workshops and festivals we have been unable to commit to spending our excess funds. This situation has continued into the 2020-2021 financial year.

Impact of Covid-19

JazzLeeds has no staff and no property. We usual rent performance space at Inkwel and Seven Arts in Chapel Allerton, Leeds. Our main out goings cover payment and expenses for our performers, technical support and advertising. Our events are supported by unpaid volunteers (currently 20+). Our income is from ticket sales and collections at unticketed concerts.

In the current financial year we have an Arts at Leeds grant of £4,000 to cover our normal activities. We have in the past had grants from the Arts Council for our festivals.

The coronavirus restrictions have stopped our regular programme between March and June 2020. During the summer we ran concerts at Seven Arts, using their outside Courtyard space when possible. Overall we made a slight loss on our summer concerts. The JazzLeeds picnic that replaced our usual festival activities was supported by a grant from Leeds Inspired, with income from ticket sales or collections. JazzLeeds made a small contribution. We have also streamed videos on-line for a small cost.

Overall, because we have no major overheads we anticipate that JazzLeeds will be able to continue to operate in the long term. In the medium term how we operate will depend on Covid restrictions and any limitations this makes on a) our audience numbers who may be subjected to social distancing rules; and b) nature of our performers if there are significant travel restrictions.

Funds in deficit

£1,050 was spent for the Jazz Picnic in September 2020. Funding from Leeds Inspired to cover this cost was received in November 2020.

Signed on behalf of the board of trustees:

Signed: Steve Crocker

Date: 23 June 2021

Name Steve Crocker (Trustee)

JazzLeeds

Independent examiner's report to the trustees of JazzLeeds Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 September 2020, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO's accounts as carried out under section 145 of the 2011 Act. 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 CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Signed: C.Welling Name: Claire Welling

Date: 24/6/21

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

JazzLeeds

Receipts and payments account for the year ended 30 September 2020

	Notes	2020 Unrestricted funds	2020 Restricted funds	2020 Total funds	2019 Total funds (15 months)
		£	£	£	£
Receipts					
Grants and donations	(2)	4,000	2,500	6,500	30,106
Sales and fees		18,263	-	18,263	66,524
Fundraising		891	-	891	1,660
Interest		5	-	5	7
Choir income		-	-	-	105
Transfer from SevenJazz		-	-	-	34,905
Total receipts		<u>23,159</u>	<u>2,500</u>	<u>25,659</u>	<u>133,307</u>
Payments					
Artists' pay		14,662	1,050	15,712	62,115
Artists' expenses		303	-	303	2,020
Venue payments		768	-	768	12,775
Technical payments		437	-	437	468
Printed marketing		1,667	-	1,667	8,231
Social media marketing		1,055	-	1,055	4,970
PR		638	-	638	2,836
Travel		-	-	-	92
Office supplies		-	-	-	319
Bank and vendor charges		264	-	264	1,622
Subscriptions		240	-	240	49
Insurance		276	-	276	334
Festival expenses		-	-	-	687
Equipment purchase		135	-	135	-
Independent examination		480	-	480	-
Total payments		<u>20,925</u>	<u>1,050</u>	<u>21,975</u>	<u>96,518</u>
Net receipts / (payments)		<u>2,234</u>	<u>1,450</u>	<u>3,684</u>	<u>36,789</u>
Fund balances brought forward		<u>39,289</u>	<u>(2,500)</u>	<u>36,789</u>	<u>-</u>
Fund balances carried forward	(3)	<u>41,523</u>	<u>(1,050)</u>	<u>40,473</u>	<u>36,789</u>

JazzLeeds

Statement of assets and liabilities as at 30 September 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
HSBC bank account	37,570	(1,050)	36,520	32,320
HSBC savings account	3,326	-	3,326	3,321
Cash in hand	627	-	627	1,148
Total cash funds	<u>41,523</u>	<u>(1,050)</u>	<u>40,473</u>	<u>36,789</u>
Other monetary assets			£	£
Leeds Inspired grant – JazzLeeds picnic (Sep 2020)			1,050	-
Arts Council England 2019 funding due November 2019			-	2,500
			<u>1,050</u>	<u>2,500</u>
Assets retained for the charity's own use				
Piano upright yamaha U1 piano at inkwell				
Yamaha stage pas PA system with two microphones				
i-Zettle card reader and phone				
Liabilities			£	£
Independent examination			480	480
			<u>480</u>	<u>480</u>

Approval of the accounts

The financial statements were approved by the board of trustees on

Date: 23/6/21

Signed: Steve Crocker

(Trustee)

Name Steve Crocker

JazzLeeds

Notes to the accounts

for the year ended 30 September 2020

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

JazzLeeds

Notes to the accounts continued for the year ended 30 September 2020

2 Grants and donations

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Arts Council	-	2,500	2,500	23,206
Arts@Leeds	4,000	-	4,000	4,000
Leeds Inspired	-	-	-	900
Azendi Sponsorship	-	-	-	2,000
	<u>4,000</u>	<u>2,500</u>	<u>6,500</u>	<u>30,106</u>

3 Restricted funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Arts Council	(2,500)	2,500	-	-	-
Leeds Inspired	-	-	1,050	-	(1,050)
	<u>(2,500)</u>	<u>2,500</u>	<u>1,050</u>	<u>-</u>	<u>(1,050)</u>

Fund name

Purpose of restriction

Arts Council 2019

Towards the costs of Jazz Leeds festival 2019

Leeds Inspired

Towards Jazz Picnic in September 2020

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.