

**JazzLeeds**

Charity number 1178875

**Annual Report and Financial Statements  
for the year ended 30 September 2022**



West Yorkshire Community Accounting Service

**Annual Report and Financial Statements  
for the year ended 30 September 2022**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **JazzLeeds**

## **Trustees' report for the year ended 30 September 2022**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Steve Crocker		
Jamil Sheriff		
Rosemary Holmes		
Steve Ross		
Karen Gourlay		
Ramesh Narayanan		Appointed 19 January 2022
<b>Charity number</b>	1178875	Registered in England and Wales
<b>Registered and principal address</b>	<b>Bankers</b>	
11 Gledhow Park Drive	HSBC	
Leeds	33 Park Row	
LS7 4JT	Leeds	
	LS1 1LD	

### **Independent examiner**

Katy Sargeant ACA  
**West Yorkshire Community Accountancy Service CIO**  
Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

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

### **Method of recruitment and appointment of trustees**

The trustees of the charity are appointed at a properly convened meeting of the 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 2022**

### **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.

#### **Achievements and performance**

The chairs report has been provided. The report was approved by the trustees at the meeting held on 23 November 2022.

We had an extremely active and successful year, meeting our aims and objectives. For the first 3 months, venues were open but with restricted numbers due to Covid. Venues finally opened up again with no restrictions for the beginning of 2022 onwards.

We programmed 114 musical performances, 18 of these were our international jazz evening with an additional 17 Leeds based support bands. At Leeds Jazz Festival in June we promoted 16 live performances and at Chapel Allerton Arts festival in September a further 10 performances.

We also put on 53 Sunday afternoon and Rush Hour Jazz gigs. Of these, 10 were participatory events (jazz cafés) 20 were free, or pay as you feel events including 11 "Rush Hour jazz" gigs in the Seven Arts bar, 22 were concerts featuring new or "emerging artists" including our "College Collection" concerts and support bands from Leeds Conservatoire and 5 concerts were by community bands playing in the open air "Courtyard Jazz" summer series at Seven Arts.

With the return of live performances we ceased offering livestreaming of our concerts; we did however make extensive use of filming concerts for our JazzLeeds You Tube site.

Two of our concerts had to be cancelled due to Covid illnesses.

#### **Audiences 2021-22**

These are challenging times. Since January 2022 restrictions on audience numbers were lifted. Some of our audience are still shielding however, or have just got out of the habit of going out to live music, but everyone is now facing steep rises in the cost of living. Attendances during the year were only around 80% of pre Covid 2019 levels.

Average paid attendance 2021-22 at our evening concerts was 68, and for our Sunday afternoon events it was 49. We have however had a higher proportion of younger (25 and under) people attending as part of our audiences. Donations to our "pay as you feel" events have been continued to be very generous – people have recognised the difficult situation musicians and venues are in and have wanted to help.

# **JazzLeeds**

## **Trustees' report (continued) for the year ended 30 September 2022**

### **Highlights of 2021-22**

Highlights of the year included two performances of the Nikki Iles Jazz Orchestra in October, a superb celebration of Nikki's music. We also had a return of overseas jazz stars including percussionist Ari Hoenig, sax players Ben Wendel, Greg Abate and Joel Frahm and guitarist BD Lenz. We had our first joint presentation with the Howard Assembly Room of Izzy Barratt's "Interchange" which was recorded by BBC Radio 3's J to Z. The Cookridge Street tent where we promoted two days as part of the Leeds Jazz Festival was a huge success as were the Swing Dance, Silent Movie and Regent Street jazz Sunday events of the Chapel Allerton Festival – these were also our first ventures into mixed media - film and dance.

### **Funding**

Overall we had an operating surplus on our ticketed concerts of £4,275 - entirely due to Seven Arts being awarded Government Cultural Support funding and hence us not having to pay room hire charges for the whole year, and tech charges for a large part of the year. This cost in a normal year would have amounted to over £5,000; these cost payments resumed from November 2022.

We received a further year of Arts at Leeds funding (£4,000) and specific funding support from a main grant from Leeds Inspired of £5,750 for the Jazz Festival/ Jubilee celebration in June. This funding allowed us to put on more events than we would have usually in the summer months and to pay for the costs of bands playing during the two days of the Cookridge Street Leeds Jazz Festival tent.

### **NJP Internship scheme**

We had support from two paid interns as part of the Northern Jazz Promoters internship scheme – Ben Gilbert (full year from October 2021 to September 2022) and Oliver Bolton (November 2021, resigned in July 2022).

The intern scheme had a notable success, the Arts Council Funded tour by Marco Woolf; the interns also helped us run the two festival concerts, and improved our Social Media. Due to the management challenges the scheme presented we will not be repeating the scheme in following years.

### **Part 2: Looking Forward**

We are celebrating our 15th year this year (2022/23). We will be promoting events as part of the 2023 Leeds Jazz Festival (25-30 May) and the Chapel Allerton Arts Festival in September (1-3 2023) and more generally during the 2023 Leeds Year of Culture where we hope to extend the reach of our jazz performances to other parts of the city.

As part of our JazzLeeds strategy we are undertaking our first jazz education programme with Roundhay School in autumn 2022 led by Dave Evans; if it proves successful we will look to extend this into 2023.

Our main venue remains as Seven Arts, although they too have their challenges – it is now only open Wednesday to Sunday and they no longer prepare and serve their own food. Our previous second venue, Inkwell, has now returned under new management this autumn, now called "Northlight". Our instrumental workshops led by Dom Moore (and our JazzLeeds piano) have now returned there fortnightly on Sunday mornings and the Jazz choir led by Tessa Smith started there on 7 November 2022 on Monday evenings.

JazzLeeds will be undertaking another joint promotion with the Howard Assembly Room, on Saturday 26 November with Andy Sheppard/Espen Eriksen Trio, and this has sold out.

### **JazzLeeds regular programme**

The programme between October 2022 and Easter 2023 is attached as **Appendix 2**. We have kept to the same level of events as previously and have even expanded in two areas - the successful Rush Hour jazz events will now be fortnightly rather than monthly and we will be starting regular jazz jam sessions, monthly at Northlight.

Beyond Easter we will have to consider whether we can maintain such a full programme however with the challenges we have to face.

# **JazzLeeds**

## **Trustees' report (continued) for the year ended 30 September 2022**

### **Summary and conclusion**

The key issue is the current economic situation. Audiences in the autumn of 2022 appear to have fallen sharply - they have averaged 47 for evenings and 47 for Sundays. We will continue to face rising costs and falling audience levels making life increasingly difficult when we rely so heavily on ticket sales to survive. We will need to look towards a bid into the Arts Council England Thriving Communities Fund to support future losses on live gigs.

Our aim continues to be to encourage and entertain audiences through our concerts as well as providing work for freelance musicians and an educational programme for community musicians. Financial care and vigilance must be the key watchwords however

### **Financial review**

The net receipts for the year was £1,263, including net receipts of £4,263 on unrestricted funds and net payments of £3,000 on restricted funds.

### **Reserves policy**

The charity's free reserves, at the year end were £46,506.

We have a working policy that our reserves will stay at least at the level of 6 months (50%) of annual income. We have set this for guidance in the short term as we recover from the impact of Covid and face the current economic challenges. The level reserves is regularly reviewed, and we are aware that current reserves are significantly higher than the minimum target, at around 12 months worth of income. There are still fluctuations in audience numbers and therefore ticket revenue, and therefore we are comfortable that the reserves remain at a higher level in the short to medium term.

In addition, JazzLeeds has started to a number of smaller education projects in local schools, to increase participation from pupils who are not from a musical background, and the reserves are being used to fund these, as well as providing the ability to match fund grant applications for further projects.

Approved by the board of trustees on 10/05/2023

S A Crocker (Trustee)

# **JazzLeeds**

## **Independent examiner's report to the trustees of JazzLeeds**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 September 2022, which are set out on pages 7 to 10.

### **Responsibilities and basis of report**

As the charity trustees 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 charity'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 charity as required by section 130 of the Charities Act;
- 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.

Katy Sargeant ACA

10/05/2023

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**JazzLeeds**  
**Receipts and payments account**  
**for the year ended 30 September 2022**

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Receipts</b>					
Grants and donations	(2)	2,450	5,750	8,200	8,632
Sales and fees		40,652	-	40,652	15,406
Bank interest		13	-	13	-
<b>Total receipts</b>		<b>43,115</b>	<b>5,750</b>	<b>48,865</b>	<b>24,038</b>
<b>Payments</b>					
Artists' pay		30,706	5,750	36,456	15,391
Artists' expenses		720	-	720	518
Venue payments		800	-	800	-
Technical payments		590	-	590	419
Printed marketing		3,795	849	4,644	273
Social media marketing		353	779	1,132	1,832
PR		198	-	198	16
Subscriptions		260	-	260	55
Insurance		287	-	287	284
Accountancy and Independent examination		474	-	474	480
Other fees and travel		280	1,372	1,652	-
Bank charges		77	-	77	-
Equipment purchase		312	-	312	-
<b>Total payments</b>		<b>38,852</b>	<b>8,750</b>	<b>47,602</b>	<b>19,268</b>
<b>Net receipts / (payments)</b>		<b>4,263</b>	<b>(3,000)</b>	<b>1,263</b>	<b>4,770</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>4,263</b>	<b>(3,000)</b>	<b>1,263</b>	<b>4,770</b>
<b>Fund balances brought forward</b>		<b>42,243</b>	<b>3,000</b>	<b>45,243</b>	<b>40,473</b>
<b>Fund balances carried forward</b>	(3)	<b>46,506</b>	<b>-</b>	<b>46,506</b>	<b>45,243</b>



# **JazzLeeds**

## **Statement of assets and liabilities**

**as at 30 September 2022**

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	46,502	-	46,502	45,241
Cash in hand	4	-	4	2
<b>Total cash funds</b>	<u>46,506</u>	<u>-</u>	<u>46,506</u>	<u>45,243</u>

### **Assets retained for the charity's own use**

Yamaha upright piano

Yamaha PA

i-Zettle card reader

### **Liabilities**

	2022
	£
Independent examination	480
	<u>480</u>

The financial statements were approved by the board of trustees on 10/05/2023

S A Crocker (Trustee)

# **JazzLeeds**

## **Notes to the accounts**

### **for the year ended 30 September 2022**

#### **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 2022**

2 Grants and donations	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Leeds City Council (LCC)	1,000	5,750	6,750	8,432
Donations	1,450	-	1,450	200
	<u>2,450</u>	<u>5,750</u>	<u>8,200</u>	<u>8,632</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
LCC Arts@Leeds	3,000	-	3,000	-	-
LCC Leeds Inspired	-	5,750	5,750	-	-
	<u>3,000</u>	<u>5,750</u>	<u>8,750</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
LCC Arts@Leeds	ARG Restart grant towards recovering activities post-COVID-19
LCC Leeds Inspired	Towards the costs of JazzLeeds Festival 2022

**4 Related party transactions**

**Trustee expenses**

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

**Trustee remuneration and benefits**

Name of trustee	Reason	Legal authority	2022 £	2021 £
Jamil Sheriff	Performance fees	Governing document	-	140
Ben Gilbert	Performance fees	Governing document	-	50
			<u>-</u>	<u>190</u>