

Jess Grant Celebration

Registered Charity Number: 1179649

Trustees Annual Report for the Financial period: 1st January – 31st December 2021



Registered Address: 20, Saxonfields, Snape, Saxmundham. IP17 1QA

Board of Trustees

Anita Grant	Chair and Trustee	Appointed as Chair by Trustees
Kevin Grant	Trustee	First charity Trustee
Andy Flatman	Trustee	First charity Trustee
Caroline Allison	Trustee	Appointed on 13/05/19 by Trustees
Jo Palmer	Trustee	Appointed 17/04/20 by Trustees

Structure and Governance

Jess Grant Celebration is a Charitable Incorporated Organisation (CIO), registered on 23rd August 2018.

Constitution

The charity is governed by its CIO Foundation constitution, registered on 23rd August 2018 and amended on 17th February 2020 to incorporate an additional object to reflect the funding of Ipswich Hospital Music Therapy service.

Board of Trustees

Apart from the initial 3 Charity Trustees, the selection method for a new Trustee is appointment by the Board of Trustees, and is based on specific skills that will add value to the existing Board. Upon appointment, the Trustee is provided with a copy of the charity's Constitution, including the conflicts of interest policy. A summary of the principal duties and responsibilities of a trustee is included in the charity's Constitution document and the Essential Guide to Being a Trustee document is also provided. As a charity claiming Gift Aid, the Finance Act 2010 requires that trustees, as managers of the charity, pass the fit and proper persons test. Therefore, the HMRC guidance on the test along with a declaration that the trustee has read and understood the guidance is also provided.

There have been no changes to the Board of Trustees during 2021. The Trustees of Jess Grant Celebration have a broad range of skills that all contribute to the effective running of the charity. There are no plans to appoint any further trustees.

Accounting period

Effective from 2020, the charity reports on a calendar year basis. This is proving to be effective, especially as funding for Ipswich Music Therapy Service is now being provided on an annual basis for the calendar year.

Objects

1. To relieve the needs of children and young people suffering from terminal or critical illnesses, particularly but not exclusively cancer related illnesses, and their families, by providing grants, items and goods to individuals and organisations, including the provision of musical instruments and music therapy.
2. To provide the funding to initiate, establish and support a new music therapy service for children, young people and families accessing Ipswich Hospital's children's services.

Activities

COVID-19 has again had a considerable impact on the activities Jess Grant Celebration were able to carry out during this reporting period, with Jess Grant Celebration fundraising activities being restricted to virtual events.

In undertaking the following activities, the Trustees complied with their duty to pay due regard to the guidance on public benefit issued by the Charity Commission.

Activities undertaken to meet the charity's objects

Ipswich Hospital Music Therapy service:-

Having faced extremely difficult circumstances in 2020, the first year of launching the new service, the Ipswich Hospital Music Therapy service has gone from strength to strength in 2021. As detailed in last year's Trustees' Annual report, during the early stages of the COVID-19 pandemic, the Trustees of Jess Grant Celebration put forward the idea of moving the music therapy service to online sessions as a temporary measure. This was successfully implemented at the beginning of September 2020, with patients and their families being able to continue benefiting from music therapy through online sessions. This method of delivering music therapy continued until April 2021, with the ward staff helping the patients on the ward, whilst Daisy Williamson from Suffolk Music Therapy Service interacted with them over a screen remotely.

From 7th April 2021 in person sessions were able to resume on the Children's ward at Ipswich Hospital. Online music therapy sessions continued to be available to patients who are in isolation on the ward or at home. More and more patients took advantage of this new opportunity to benefit from music therapy while in isolation, and it is now an established method of receiving music therapy sessions. This is a real positive from the challenges that COVID-19 has posed to the music therapy service. The Jess Grant Celebration Trustees are delighted to have played a part in initiating this additional service that the Music Therapist is able to offer to patients and their families.

Daisy Williamson, Senior Music Therapist with Suffolk Music Therapy Services, is an extremely valued part of the Ipswich Hospital team. Daisy has documented the benefits of music therapy as follows:-

- Musical therapy sessions vary for each child. Familiar songs are often used, along with improvised music, sensory play, song-writing or music for listening and relaxation.
- Music therapy invites the child to engage in something creative, where they can express themselves, process their emotions, and feel empowered.
- Music is also used as a distraction for children who are distressed or anxious about the medical interventions taking place while they are in hospital.

The music therapy sessions at Ipswich Hospital received extremely positive feedback from parents of the children having the sessions. Comments from parents and patients in 2021 include:-

“It calmed mummy as much as it did my child. Lovely activity, very welcome distraction”

“My son absolutely loves music therapy. He was crying, then as soon as the music started he chilled out”

“As parents, we saw our son’s spirits lift; he became animated and he also became more relaxed/at ease”

“Amazing! This made my day!” Listening to the harp made me feel relaxed, happy and calm”

“My son absolutely loved music therapy. He’s 3 months and enjoyed all the little noises and vibrations”

“I love it because it made me feel happy”

“Music therapy was really fun. Me and Daisy played the guitar and harp and sang. We did Ed Sheeran and Billie Eilish. She was really nice!”

“It was so lovely to pass the time with some music. We were really bored, but now we feel much more lively and happy”

“I felt happy and it took my mind off feeling poorly”

The therapy today really raised C’s spirits. Being able to explore a variety of instruments brought a lot of excitement. Today’s session was of huge value to C both physically and mentally”

“It was beautiful to see C interacting with the music”

“Beautiful! I could see on E’s face how much she was listening and concentrating. It also ticked off something on my bucket list – having somebody play the harp – it gave me goosebumps”

“It was amazing! Both J and myself really enjoyed our music session. It really lifted us”

“It really made her happy ad she was excited to be able to join in and play the instruments too”

“It was an absolutely wonderful experience. So peaceful and soothing for myself, my daughter and our precious boy. Took me mind off our worry and soothed my heart”

“J was very excited and enjoyed playing the different instruments. It brought light and made his day”

“It made me less tired and I feel energised”

It was felt by the Trustees that although there were sufficient funds to cover the year 2022, it was by far from certain Jess Grant Celebration would be able to fully fund the Ipswich Hospital service in 2023, at a cost of £10,500 per year. It was of paramount importance to the Trustees that the service’s future was secured permanently.

In accordance with the Service Level Agreement between Suffolk Music Therapy Services, Bergholt Ward and Jess Grant Celebration, agreed prior to launching the service in January 2020, Suffolk Music Therapy Services has been invoicing the charity on a monthly basis, with payments of £875 per month being paid. The exception to this was the lockdown period April – August 2020, when the service and payments were suspended temporarily due to staff being re-allocated and furloughed in line with the demands placed upon hospitals and healthcare staff.

The Trustees arranged a meeting with Suffolk Music Therapy Services and Ipswich Hospital in October 2021 to discuss the future funding of the music therapy service by Jess Grant Celebration. It was proposed that the charity would pay the funding for 2022 directly to the Children's ward at the beginning of the new year, thus securing a whole year of music therapy for Ipswich Hospital in advance. Regarding 2023, it is currently unclear how much funding the charity will be able to provide, given that fundraising has been restricted over the last 2 years. Therefore, it was proposed that Ipswich Hospital would look to take responsibility for the service and its funding from 2023 onwards, and Jess Grant Celebration would assess the funds available to allocate to the service in the third quarter of 2022.

These proposals were received very positively by Ipswich Hospital, especially the payment of a whole year of music therapy up front in 2022, giving the assurance that music therapy would definitely be provided for in the forthcoming year. Ipswich Hospital and Suffolk Music Therapy Services were also grateful for the amount of notice given, ensuring that all the paperwork had been signed off by the start of 2023. The Children's ward have really bought into the need for music therapy and would like to make it a permanent part of the therapeutic services offered to patients.

The Trustees of Jess Grant Celebration are delighted to announce that Ipswich Hospital Children's Ward held a number of meetings in December 2021 and January 2022, and as a result, the future funding of the music therapy service has been secured by the Hospital. The charity paid the year's funding in January 2022, as planned, and the Trustees will review how much funding can be allocated for 2023 later in the year.

Zest Music Days at St. Elizabeth Hospice:-

St. Elizabeth Hospice's 'Zest' service supports young people and their families transitioning from children's to adults' hospice care and beyond. In 2021 'Zest Days' were launched, offering one day a week day care service for young adults with life limiting illnesses. In April 2021, St. Elizabeth Hospice approached Jess Grant Celebration to seek funding for offering one day a month of music therapy as a regular 'Zest Day'.

The Trustees were keen to support this local service, which supports children transitioning from Ipswich Hospital and East Anglian Children's Hospice. It was agreed that, given our commitment to Ipswich Hospital and uncertainty over future finances, it would be our preference in 2021 to give St. Elizabeth a one-off donation of £2760, equating to one year's worth of music therapy, 1 day a month. We made the decision to then review again in 2022, and if finances allow, support this valuable music therapy service for a second year.

Fundraising Activities

This reporting period has again been greatly impacted by the COVID-19 pandemic and the challenges this has created for fundraising. After a very successful first year of fundraising, the years 2020 and 2021, have proved extremely challenging for organising charity events and raising funds.

In February 2021, a virtual Jess Grant cake celebration was organised over a weekend, with supporters being encouraged to share photos of their celebrations and to make a donation to Jess Grant Celebration's campaign page on JustGiving. This virtual event was very well received, raising £720.

In May 2021, the charity took part in the Run for Heroes 5K May. Supporters were encouraged to complete a 5K challenge during the month of May and to donate £5 to the charity's campaign page. £440 was raised from this campaign.

Unfortunately, JessFest, the music festival Jess Grant Celebration successfully held in September 2019, could not be repeated in October 2021. This event had already been re-scheduled from 2020, and tickets had been purchased by supporters early in 2020. As a result of this, £227.85 was reimbursed to ticket holders.

As in 2020, supporters raised a significant proportion of the total funds contributed to Jess Grant Celebration in 2021. Almost £5000 was raised by supporters organising their own challenges and fundraising.

The Trustees of Jess Grant Celebration applied to Tesco Community Grants, and was successful in being nominated to receive a grant. The public vote in 3 local stores ran from 01/01/22 – 31/03/22 and the monetary value of the grant will be announced once the votes have been counted.

Volunteer Contribution

As Chair of the Board of Trustees for Jess Grant Celebration, I would like to take this opportunity to thank the Trustees and volunteers who are supporting the charity.

All the charity activities undertaken on behalf of Jess Grant Celebration have been carried out on a voluntary basis. The charity's Trustees and volunteers all donate their time and expertise completely free of charge, ensuring there are no salaries or personal overheads to take care of.

The contribution of the Trustees is greatly appreciated. Each Trustee brings different skills that complement each other effectively. As in 2020, most of the Trustees' Meetings were held via online Zoom sessions, as the charity's Constitution allows. Highlights from the work the Trustees were involved in during 2021 include:-

- The Trustees discussing and making decisions about the future funding of the Ipswich Hospital Music Therapy Service
- Review meetings held with Ipswich Hospital Music Therapist Daisy Williamson
- Deciding to fund the Zest Music Days at St. Elizabeth Hospice and visiting the hospice to present the cheque and find out more about the service Zest is providing.
- Responding quickly to the introduction of charges in December 2021 by HSBC, where the charity bank account is held, and starting the process of moving the bank account to CO-OP Bank, where charges are not being applied to charities currently.

The Trustees would like to thank everyone who undertook challenges for Jess Grant Celebration during this period or organised their own fundraising campaigns or events. Supporters set up their own JustGiving pages or Facebook fundraisers, and promoted the charity to their friends and families, in order to raise their targets. Supporters also held their own events specifically for Jess

Grant Celebration, going to great lengths to put on these events and to raise as much money as possible. The breakdown of amounts raised via JustGiving, PayPal, direct donations etc are detailed in the Financial Review section below.

The website, logo and branding for Jess Grant Celebration was designed by CHP Design free of charge in the months leading up to the launch of the charity in December 2018. Mark Hall at CHP Design has continued to host the site and make changes to the functionality of the website, when required. Jess Grant Celebration is extremely grateful for this company's ongoing support.

Dr. Brian May has continued to support Jess Grant Celebration as the charity's Patron, and we are very grateful for his support.

Summary of the main achievements

The Trustees of Jess Grant Celebration are proud of the achievements made in this reporting period. Given that 2021 was another challenging year due to the ongoing COVID-19 pandemic and no in-person fundraising events taking place, fundraising for the charity was successful and going forward, the charity is now much better placed in terms of its funding model for supporting music therapy at Ipswich Hospital and St. Elizabeth Hospice.

The main achievements include:-

- The Trustees of Jess Grant Celebration initiated the changes to the funding model for Ipswich Hospital Music Therapy Service, which has resulted in the long-term security of the service.
- The charity has fully funded the Music Therapy Service on the Children's Ward at Ipswich Hospital for another whole year from January 2022.
- Zest Music Days at St. Elizabeth Hospice have been funded for one year, starting from July 2021.
- The Trustees' suggestion of moving the Ipswich Hospital service to online sessions in the early stages of the pandemic was extremely successful and led to the additional service of music therapy being provided remotely to oncology patients and other patients in isolation.
- Jess Grant Celebration organised two fundraising activities in 2021: The Jess Grant Cake Celebration in February and the 5K May Challenge throughout May. The Cake Celebration event raised £720, while 5K May raised £440. Both of these fundraising events also benefited from gift aid claimed back on donations by JustGiving.
- A number of supporters chose to undertake their own fundraising activities for Jess Grant Celebration in 2021. This included Kesgrave High School, who raised an astonishing £3153, through their Marathon Challenge and non-uniform day.
- As a result of the increase in awareness of Jess Grant Celebration, The Entertainer Toy Shop in Cambridge, nominated the charity for a 'Pennies' donation. This nomination was successful, leading to Jess Grant Celebration being awarded £1000.
- The Trustees of Jess Grant Celebration responded quickly to the introduction of charges by HSBC and began the process of moving the charity bank account to CO-OP bank in January 2022.
- The Trustees' application to Tesco Community Grants was successful, resulting in nomination for the public vote in 3 local stores.

Financial Review

Policy on Reserves

In 2020, it was necessary to state a reserves policy to hold reserves of no less than 12 months' worth of funding for the Ipswich Hospital Music Therapy service. The position at the end of the financial period in 2021 was that reserves were being held to fund the service for the whole of 2022. This funding of £10,500 was paid in advance to Ipswich Hospital in January 2022, and therefore the reserves that were being held have now been distributed. As a result of the funding model for the service being changed in 2021, and now that the future security of the service has been secured by Ipswich Hospital, it is no longer necessary for Jess Grant Celebration to hold reserves going forward in the year 2022.

Fundraising

Detailed below are the events, challenges and fundraising campaigns undertaken for Jess Grant Celebration and the donations made by supporters during this period:-

Jess Grant Cake Celebration	£720.00
The Entertainer Toy Shop Donation	£1000.00
Sam Linassi London Marathon	£356.00
Andy Flatman 1000 Mile Walking Challenge	£150.00
Kesgrave High School Fundraising	£3,153.00
5K May Challenge	£440.00
Gas Shop Donation	£225.00
Courtney Yule Donation	£100.00
JustGiving Gift Aid	£425.00
Donation via Charities Aid Foundation	£50.00
Amazon Smile Donations	£46.00
General Donations	£468.00
Total Fundraising	£7133.00

Expenditure

Funding expenditure is as follows:-

Funding for Ipswich Music Therapy Service	£10,500.00
Funding for Music Days at Zest, St. Elizabeth Hospice	£2,760.00
Total Funding Provided	£13,260.00

Expenses charged to Jess Grant Celebration:-

Refunded JessFest 2 tickets	£227.85
HSBC Bank Charges	£5.40

Total Expenses Paid for by Jess Grant Celebration £233.25

The refunded JessFest 2 tickets were initially paid for by K&A Grant as the current charity bank account does not offer the facility to make BACs payments. The £227.85 was then refunded to K&A Grant via a cheque from the charity bank account.

The monthly expense of £18 to pay for the charity to use the JustGiving platform is not paid by Jess Grant Celebration. £216.00, representing 12 monthly payments in this period, was paid by K&A Grant.

Declaration

The contents of this Annual Report are consistent with the recommendations contained in Accounting and Reporting by Charities: Statement of Recommended Practice 2005 (the Charities SORP) as they apply to smaller charities.

Approved by the Board of Trustees on 27th April 2022

Signed on behalf of the charity's trustees:-

Signature:

Ag Grant

Full Name:

ANITA GRANT

Position:

CHAIR OF TRUSTEES

Date:

27/04/2022

Signature:

Palmer

Full Name:

JOANNA PALMER

Position:

Trustee

Date:

27/4/22

Statement of Finances

Income	Dec 2021
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JustGiving donations	£2,063.69
JustGiving Gift Aid	£425.18
PayPal donations	£525.00
Other donations	£4,118.84

Total Income	£7,132.71
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Expenditure	Dec 2021
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Funding for Ipswich Music Therapy Service	£10,500.00
Funding for Zest at St. Elizabeth Hospice	£2,760.00
Refunded JessFest 2 tickets	£227.85
HSBC bank charges	£5.40

Total Expenditure	£13,493.25
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	12 m/e 31 Dec 2021	12 m/e 31 Dec 2020
Income	£7,132.71	£6,937.61
Expenditure	£13,493.25	£5,530.65
Profit for Year	-£6,360.54	£1,406.96

Bank Reconciliation

Bank Balance at 01/01/21	£20,730.23
Income	£7,132.71
Expenditure	£13,493.25
Bank Balance at 31/12/21	£14,369.69

Approved by the Board of Trustees on 27th April 2022

Signed on behalf of the charity's trustees:-

Signature: *A Grant*

Full Name: ANITA GRANT

Position: CHAIR OF TRUSTEES

Date: 27/04/2022

Signature: *Palmer*

Full Name: JOANNA PALMER

Position: Trustee

Date: 27/4/22