



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **16/12/21**  
Period end date

Period start date To **15/12/22**

Charity name:

Charity registration number:

## 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 CHARITY ARE TO PROMOTE MUSIC FOR THE BENEFIT OF THE PUBLIC, WITH A PARTICULAR BUT NON-EXCLUSIVE FOCUS ON CHILDREN AND YOUNG PEOPLE, BY IN PARTICULAR (WITHOUT LIMITATION) PROMOTING THE PERFORMANCE, LEARNING, PRACTICE AND APPRECIATION OF MUSIC BY THE PEOPLE OF THE CITY OF COVENTRY AND THE GENERAL PUBLIC.
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	THE OBJECTS OF THE CHARITY ARE TO PROMOTE MUSIC FOR THE BENEFIT OF THE PUBLIC, WITH A PARTICULAR BUT NON-EXCLUSIVE FOCUS ON CHILDREN AND YOUNG PEOPLE, BY IN PARTICULAR (WITHOUT LIMITATION) PROMOTING THE PERFORMANCE, LEARNING, PRACTICE AND APPRECIATION OF MUSIC BY THE PEOPLE OF THE CITY OF

		<b>COVENTRY AND THE GENERAL PUBLIC.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All of the trustees are aware and have been sent guidance around charity commission information on public benefit</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

#### **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	<p><b>Coventry Music Trust have been successful in an application to the Edward Alan Higgs Charity to generate further money into the next financial year. This will support a programme using music to make positive social change for those linked to potentially criminality or youth justice.</b></p> <p><b>Instruments were purchased to help children with barriers to progression.</b></p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>Instruments and resources have been bought to support young people with challenges in progress.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>Some progress was made but significant steps are due in the following financial reporting period.</b>
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>An increase in funds by £900</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Money is held until programmes justify spend by the trustees</b>
Amount of reserves held	Para 1.22	<b>0</b>
Reasons for holding zero reserves	Para 1.22	<b>The charity has no outgoings except to support other organisations and young people therefore no reason is needed to hold reserves</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>No concerns</b>

### 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	<b>Individual cash donations at events</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Terms of reference</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	<p><b>(1) Appointed charity trustees</b></p> <p>(a) Apart from the first charity trustees, every appointed trustee must be appointed [for a term of [three] years] by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>(b) In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p> <p><b>(2) Ex officio Trustee</b></p> <p>1. (a) The Head of the Lead Organisation of the Coventry Music Education Hub for the time being ("the office holder") shall automatically ("ex-officio") be a charity trustee, for as long as he or she holds that office.</p> <p>2. (b) If unwilling to act as a charity trustee, the office holder may:</p> <p>(i) before accepting appointment as a charity trustee, give notice in writing to the trustees of his or her unwillingness to act in that capacity; or</p> <p>(ii) after accepting</p>

appointment as a charity trustee, resign under the provisions contained in clause [12] (Retirement and removal of charity trustees).

The office of ex officio charity trustee will then remain vacant until the office holder ceases to hold office.]

## **11. Information for new charity trustees**

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

(a) a copy of the current version of this constitution; and

(b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

## **12. Retirement and removal of charity trustees**

(1) A charity trustee ceases to hold office if he or she:

(a) retires by notifying the CIO in writing (but only if enough charity trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);

(b) is absent without the permission of the charity trustees from all their meetings held within a period of six months and the trustees resolve that his or her office be vacated;

(c) dies;

(d) in the written opinion, given to the company, of a registered medical

		<p>practitioner treating that person, has become physically or mentally incapable of acting as a director and may remain so for more than three months;</p> <p>(e) is disqualified from acting as a charity trustee by virtue of sections 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).</p> <p>(2) Any person retiring as a charity trustee is eligible for reappointment.</p>
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#### **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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Main aims are to support the network of the Coventry Music Education Hub – led by Coventry Music</b>
Relationship with any related parties	Para 1.51	
Other		

#### **Reference and Administrative details**

Charity name	Coventry Music Trust
Other name the charity uses	
Registered charity number	1182061
Charity's principal address	C/O Coventry Music Drapers' Hall Bayley Lane CV1 5RN





### **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	Mark Steele			Coventry Music
2	Fleur Sexton	Chair		
3	Geoff Wilcocks			
4	Francis Randall		December 2021 – April 2022	
5	Sinead Ouillon		September 2022 onwards	
6	Mark Patton		September 2022 onwards	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

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

### 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

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

MSTEELE

M PATTON

Full name(s)

Mark Steele

Mark Patton

Position (eg Secretary,  
Chair, etc)

Trustee

Trustee

Date

12/3/24

## Coventry Music Trust Accounts 2021/22

Dates	Deposits	Spend	Balance
1/29/2021			3242.74
1/25/2022	18.74		3261.48
5/13/2022	70.4		3331.88
6/8/2022	80		3411.88
6/14/2022	0.98		3412.86
6/28/2022	19.68		3432.54
7/12/2022	445		3877.54
7/22/2022	255		4132.54
9/22/2022	14.75		4147.29
10/26/2022	4.92		4152.21
11/7/2022		12.99	4139.22
11/15/2022	2.97		4142.19
END			4142.19

Yearly Deposits  
912.44

Yearly Spend  
12.99