

**Music24**  
(Registered charity, number 1182196)  
**Financial statements**  
**for the year ended 31 March 2022**

<b>Page</b>	<b>Contents</b>
2 - 6	Trustees' annual report
7	Independent examiner's report
8	Receipts & payments account
9	Statement of assets & liabilities
10 - 13	Notes to the accounts

**Music24**  
**Trustees' annual report**  
**for the year ended 31 March 2022**

**Full name** Music24

**Organisation type** Charitable Incorporated Organisation

**Registered charity number** 1182196

**Principal address**

The Greenhouse Hub  
16-22 St Thomas Road  
Luton  
LU2 7UY

**Trustees**

Thomas William Morley Johnson, Chair  
Julia Claire Renton  
Diana Pook (from 09/11/2021)  
John Ley (from 02/08/2022)  
Esther Bernadette Jones (until 09/11/2021)

**Independent examiner**

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

**Governance and management**

The charity is operated under the rules of its CIO foundation constitution adopted 19<sup>th</sup> February 2019.

**The methods adopted for the recruitment and appointment of new trustees**

The trustees of the Charity follow the Charity Commission guidance on the methods adopted for the recruitment and appointment of new trustees.

Music24 has introduced a 'co-opt' structure which allows prospective trustees to attend meetings in order to learn about the charity and see if the opportunity is one they wish to pursue. The co-opted members can attend meetings but are non-voting members. They may have a specialist interest and support the Board in an advisory capacity. It can also be used for trustees that wish to step down from the full responsibility of being a trustee for the charity but still wish to support the Board and the charity's development. This model is popular with people that have caring responsibilities and other commitments.

## **Music24**

### **Objectives and activities**

- 1) The relief of need for the people in particular but not exclusively in Bedfordshire and Hertfordshire by reason of ill-health or mental or physical disability by therapeutic means, in particular, though not exclusively, by the provision of music therapy and other music related activities to improve quality of life for those people.
- 2) To promote social inclusion among people who are socially excluded from society, as a result of their mental or physical ill-health or disability through the development and delivery of arts-based activities and experiences including but not limited to music and singing.

### **Summary of the main activities undertaken for the public benefit**

Music24 is dedicated to promoting inclusive music making and shaping the future for vulnerable and isolated communities to access creative and/or therapeutic opportunities.

Music24 currently provides various services and activities for people in Bedfordshire & Hertfordshire. Our main areas in Bedfordshire are: Luton, Bedford, Biggleswade & Leighton Buzzard; and in Hertfordshire: Watford, Welwyn/Hatfield, Stevenage and Broxbourne.

Our activities included creative music therapy groups and 1:1 music therapy, community choirs and singing cafes. We continue to provide talking groups and Emotional Freedom Techniques (EFT) sessions for carers (sessions created as a result of the pandemic); 'open-for-all' social evenings such as quiz nights, and have developed other therapeutic opportunities to further support our service users and other members of the communities we serve. This includes the use of Art, Sound Bath and Meditation sessions.

### **Public benefit statement**

The activities provided improve the quality of life for people with disabilities, their carers, and the wider community. The activities help to improve participants' physical, mental and emotional wellbeing; building resilience within these communities; they would otherwise be excluded from meeting new people and accessing music and other creative opportunities, and these activities strengthen wider social support networks.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

## **Music24**

### **Summary of the main achievements during the period**

The Trustees are pleased to report the continuing success of Music24 in what can only be described as an incredibly difficult time. The year was rather uncertain but through the efforts of the team, we came back bigger and better than ever. At the beginning of the new financial year, we were extremely pleased to secure the support of Department of Culture, Media & Sport (DCMS) funding via Arts Council England's (ACE) Culture Recovery Fund in order to continue to provide our services. During the summer of 2021, we started to hold outdoor meetings in public spaces, parks and pubs gardens, with a blended mix of online sessions still taking place so we could still reach everyone. Some people became quite worried and scared to re-join us face-to-face and some peoples' conditions had deteriorated making it difficult for them to get out of the house again. We therefore made sure, wherever possible, that we were still able to reach the people that didn't feel comfortable to meet at our group sessions in person. We now believe online working to be a permanent fixture and look to continue this for as long as people need it. Online working has helped those most disabled to still access our support which has been of huge significance to the individuals and their carers.

In September 2021, the team undertook the task of restarting all groups that took place in pre-pandemic times and maintained a great deal of online sessions too. Conversations with service users meant that their thoughts and feelings were considered at all times. Returning to face-to-face sessions meant rescheduling our timetable and our staff, and, for some locations, finding new venues as the landscape for community activities and buildings had changed quite significantly. A blend of online working and face-to-face sessions is the "new normal" for Music24 now and new projects are explored with this in mind.

Feedback from service users suggests that our services support our beneficiaries in a number of ways: improves physical, mental and emotional wellbeing; improves quality of life; increases participants' self-esteem and reinforces their sense of identity; provides an opportunity for people to explore their creativity; helps people to feel a part of their community; improves people's support network; helps to build resilience by discovering new coping mechanisms.

Additionally, getting the right funding helped us to strategise and take on and train additional staff, explore new interventions and means of providing these, and look at new pots of funding, with a focus on development for the future and sustainability of Music24.

## **Music24**

### **Highlights:**

- Attaining £50k+ from DCMS, ACE, in April & October in order to preserve the charity for the future and maintain the level of support provided to our service users.
- Restarting our face-to-face sessions in a safe way and restoring our previous service whilst maintaining our online reach to service users unable to re-join sessions in person.
- Music24 Dementia-friendly Carol Service in Hatfield recommenced with stronger than ever community support, delivery partners and small business sponsors to make the event a huge success again.
- Development and introduction of additional therapeutic interventions included Emotional Freedom Techniques (EFT, AKA 'tapping') and Sound Baths.
- Finding new staff - in particular Nathan Clegg, a Sound Bath Technician and Drum/Percussion Workshop facilitator. Funding from ACE meant we could pay Nathan to shadow Teela & Graeme for a month, enabling the management team to diversify their efforts on delivering the charity's activities, strategising and development, bid-writing and managerial tasks.
- Receiving funding to implement a Customer Relationship Management (CRM) System and developing more robust processes to assist future development and growth of the charity.

Due to the generous support we have received this year, Music24 was able to re-establish its services with the included expansion and continuation of the online work. Due to funds received in 2021-22, Music24 has further developed its services to reach more people in Hertfordshire with learning disabilities, people with mental health illnesses across Bedfordshire & people 55+ in Leighton Buzzard.

The Trustees wish to thank those who attend, and those who enable those individuals to attend.

We would like to thank the senior management, music therapists, session musicians and volunteers for all their continued hard work and dedication, especially during these difficult few years. Lastly, we'd like to thank our funders, without which none of our work would be possible - thank you for helping us to help others.

### **Risks**

The Trustees recognise that Music24 has few financial risks due to the adaptability of the charity and the fact that Music24 doesn't have any direct employees at this time. The Charity's financial risks are currently minimised by our efforts to become more financially independent and not being reliant on limited sources of income. In the future we plan to put our key members of staff on the payroll and will implement measures to ensure financial security of both the charity and its staff. Music24 has grown at a substantial rate in the last few years and we are aware that the funding landscape is changing rapidly. Implementing our new CRM system is supporting the charity in becoming more fundraising focussed. We are also starting to take on small contracts in order to diversify our income.

## Music24

### **The charity's policy on reserves**

Music24 aims to build our reserves so we have 3 months running costs to provide more security for the charity. This would ideally be a quarter of our annual expenditure which would be approx. £30k. Music24 is pleased to report that as of 31<sup>st</sup> March 2022, we had built our reserve to over £30,000 in unrestricted funds (free reserves).

Signed on behalf of the charity's trustees:

Signed  \_\_\_\_\_ Date 10.10.2022  
Thomas William Morley Johnson, Trustee

**Independent examiner's report to the trustees of  
Music24  
for the year ended 31 March 2022**

I report to the trustees on my examination of the accounts of Music24 (the charity) for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the trustees of the charity 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 carried out under section 145 of the 2011 Act and 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 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 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  Date 12/10/2022  
John O'Brien MSc, FCCA, FCIE  
Employee of Community Accounting Plus

**Music24**  
**Receipts & payments account**  
**for the year ended 31 March 2022**


2021			Unrestricted	Restricted	2022
Total		Note	Funds	Funds	Total
Funds					Funds
£			£	£	£
	<b>Receipts</b>				
99949	Grants & Donations	2	52925	165175	218100
3690	Sales & Fees		6887	-	6887
<u>103639</u>	<b>Total receipts</b>		<u><b>59812</b></u>	<u><b>165175</b></u>	<u><b>224987</b></u>
	<b>Payments</b>				
285	Accounting Software Costs		-	187	187
163	Advertising & Promotional		-	133	133
80	Computer Costs		-	399	399
1650	Consultancy		2173	2130	4303
82	DBS Checking		115	50	165
780	Legal and Professional Fees		1120	300	1420
-	Insurances		-	627	627
700	Marketing		2058	1479	3537
353	Musical Equipment		525	1291	1816
1220	Office & General Admin Expenses		50	260	310
196	Phone Costs		266	236	502
147	Printing, Postage & Stationery		81	5	86
6202	Project Management		-	7991	7991
-	Raising Funds		163	20	183
140	Refreshments		342	16	358
911	Rent and Room Hire		932	7495	8427
98	Repairs and Renewals		-	90	90
-	Staff Costs		170	550	720
644	Storage		972	650	1622
369	Subscriptions		165	333	498
175	Supervision		760	160	920
699	Travel & Accommodation		350	6897	7247
99	Van hire		-	134	134
47388	Freelance Workers		9495	71317	80812
15249	Event Administration		-	-	-
137	Website		256	39	295
3	Sundry expenditure		449	-	449
<u>77770</u>	<b>Total payments</b>		<u><b>20442</b></u>	<u><b>102789</b></u>	<u><b>123231</b></u>
25869	<b>Net receipts/(payments)</b>		39370	62386	101756
11243	Cash funds at start of this period		14082	23030	37112
-	Transfers between funds		(15050)	15050	-
<u>37112</u>	<b>Cash funds at end of this period</b>		<u><b>38402</b></u>	<u><b>100466</b></u>	<u><b>138868</b></u>



**Music24**  
**Statement of assets and liabilities**  
**at 31 March 2022**

2021		2022
£		£
12951	<b>Cash assets</b>	
24161	Bank accounts	138530
<u>37112</u>	Cash in hand	<u>338</u>
		<u>138868</u>
	<b>Other monetary assets</b>	
2838	Debtors & Prepayments	4 <u>2802</u>
<u>2838</u>		<u>2802</u>
	<b>Assets retained for the charity's own use</b>	
	General equipment.	
	Drums, purchased 16/07/2021, £645	
	Amplifier, purchased 04/02/2022, £585	
	<b>Liabilities</b>	
(1160)	Creditors	5 <u>(804)</u>
<u>(1160)</u>		<u>(804)</u>

These financial statements are accepted on behalf of the charity by:

Signed  Dated 07/10/22  
 John Ley, Trustee

**Music24**  
**Notes to the accounts**  
**for the year ended 31 March 2022**

**1. Receipts & payments accounts**

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

**2. Grants & donations**

	Unrestricted	Restricted	Total
	£	£	£
Compass Wellbeing - ELFT NHS	-	28557	28557
ACE Culture Recovery Fund Round 2	-	25000	25000
Postcode Community Trust	-	25000	25000
ACE Culture Recovery Fund Round 1	10000	16500	26500
HCC HCF Day Opportunities Fund	-	15000	15000
The National Lottery	-	10000	10000
Welwyn Hatfield Community Fund	-	9471	9471
Watford Three Rivers Trust	-	6153	6153
Wixamtree Trust	-	5000	5000
Co-op Community Fund	-	4942	4942
BLCF Covid Fund	-	3828	3828
BLCF Luton Citizen's Fund	-	3500	3500
Milton Keynes Community Foundation	-	2970	2970
Shanly Foundation	-	2500	2500
Leighton-Linslade Town Council	-	2000	2000
Association of Mental Health Providers	-	1304	1304
LBC CLLD Fund	-	1250	1250
Virgin O2 Together Fund	-	1000	1000
Magic Little Grants	-	500	500
Percy Bilton Charity	-	500	500
Foyle Foundation	5000	-	5000
D'Oyly Carte	3500	-	3500
Luton First Note	3371	-	3371
Albert Hunt	1000	-	1000
Arnold Clark	1000	-	1000
Sylvia Waddilove	1000	-	1000
LutonAid	917	-	917
Asda Luton Scheme	500	-	500
HMRC Gift Aid	167	-	167
Magic Little Grants Competition	100	-	100
Sundry grants & donations	26370	200	26570
	<b>52925</b>	<b>165175</b>	<b>218100</b>

## Music24

### 3. Funds analysis

	Opening balance	Receipts	(Payments)	Transfers	Closing balance
	£	£	£	£	£
<b>Restricted funds</b>					
Luton Dementia	2000	7245	(13865)	4620	-
MOM	4266	11313	(16829)	1250	-
Musical Herts	6809	26038	(29298)	8173	11722
Neurotones	3000	3298	(4933)	-	1365
Biggleswade	2445	1544	(3631)	-	358
Covid Choir	2880	6180	(9060)	-	-
First Note	1000	5614	(5184)	1007	2437
Project Overheads	630	20386	(19989)	-	1027
Herts Dementia	-	10000	-	-	10000
Learning Disability	-	15000	-	-	15000
Luton 22	-	30000	-	-	30000
Outreach	-	28557	-	-	28557
	<b>23030</b>	<b>165175</b>	<b>(102789)</b>	<b>15050</b>	<b>100466</b>
<b>Unrestricted funds</b>					
General	14082	59812	(20442)	(15050)	38402
	<b>14082</b>	<b>59812</b>	<b>(20442)</b>	<b>(15050)</b>	<b>38402</b>

The specific purposes for which the funds are to be applied are as follows:

Luton Dementia - Funds for the Luton Dementia Service are used to run a music therapy group, a singing cafe and 1:1 service in Luton. Facilitator fees, room hire, volunteer expenses and staff travel.

MOM (Mind Our Music) - The purpose of this fund is to provide support for people with Mental Health illnesses, in particular our weekly music groups and EFT sessions for adults in Luton & Bedfordshire. Facilitator fees, room hire, volunteer expenses and staff travel.

Musical Herts - The purpose of this fund is to provide support to people with dementia and their carers in Hertfordshire. We also have some 1:1 therapy funded, singing cafes and a BAME group included in this fund. Facilitator fees, room hire, volunteer expenses and staff travel.

Neurotones - This fund is used to help people with Stroke/Parkinson's who have a communication difficulty as a result of their illness. This group is primarily for people in Luton & Central Beds. Facilitator fees, room hire, volunteer expenses and staff travel.

Biggleswade - This fund supports a Learning Disability group for adults in Biggleswade called Biggles Rock. Facilitator fees, room hire, volunteer expenses and staff travel.

Covid Choir - We have 2 Covid Choirs funded, one for Luton residents and one for Bedford & Central Beds residents. This is a new project. Facilitator fees mainly as all is due to take place online.

First Note - This fund supports a Learning Disability group for adults in Luton. Facilitator fees, volunteer expense and staff travel.

## Music24

Project Overheads - This fund supports various overheads and expenditure that supports the running of the charity. This includes project management and admin fees, storage, accountancy and consultancy fees and general office expenses.

Herts Dementia - The purpose of this fund is to provide support to people with dementia and their carers in Hertfordshire. We pay for facilitator fees, room hire, volunteer expenses and staff travel.

Herts Learning Disability - The purpose for this fund is to start a new service in Herts for adults with a learning disability. We will pay for development of the service, promotion and marketing, facilitator fees, room hire, volunteer expenses and staff travel.

Luton 22 - The purpose of this fund is to support all of our service provision in Luton, including working with Dementia in groups and 1:1, Mental Health & Learning Disabilities. We pay for facilitator fees, room hire, volunteer expenses and staff travel.

Outreach - The purpose of this fund is to develop training and education opportunities by providing information and demonstration 'taster' sessions and short courses to both service users and health professionals. We will pay for the development of the service, networking, promotion and marketing of services, facilitator/trainer fees, development of training materials, room hire and staff travel.

The transfer from the General fund to the Luton Dementia, MOM, Musical Herts and First Note funds is to cover deficits on these activities, or to otherwise support these projects with additional unrestricted funds.

### 4. Debtors

	£
Room Hire	2750
Insurance prepayment	52
	<u>2802</u>

### 5. Creditors

	£
Independent Examination Fee	804
	<u>804</u>

### 6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 7. Related party transactions

There were no related party transactions in this period.

## Music24

### 8. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.