

# **British Suzuki Music Association Report and Accounts for the year ended 31<sup>st</sup> August 2023**

**Charity number: 1186062**

## **Legal and administrative information**

**Principal address:** Unit C, Q West, 1110 Great West Road, Brentford, TW8 0GP

### **Trustees**

Michelle Bernard

Hannah Biss (Chair)

Helen Brunner

Paola de Carolis

Sue Finn

Lauren Noon

Jane Panter

Jamey Whitnall CA(SA) CIMA CISA

### **Office staff**

Nickie Chapman

# **British Suzuki Music Association**

## **Trustees' Report for the year ended 31<sup>st</sup> August 2023**

### **Principal aims and activities**

The principal objects of the British Suzuki Music Association ("BSMA") are 'to advance education in the art and science of music by the promotion of the methods of education developed by Dr Shinichi Suzuki with particular reference to the musical education of children in the United Kingdom'. We continue to operate in accordance with those charitable objects.

The Suzuki teaching method developed in Japan by Shinichi Suzuki is founded on the belief that every child can learn and emphasises the advantages of providing an environment in which every child's ability can flourish. An early start for the child at three or four years old, with a qualified Suzuki teacher and the involvement of parents in daily practice, step by step learning, repetition, group lessons and listening all contribute to the success of Suzuki teaching.

The main focus of the BSMA is on teacher training. We currently hold part-time courses in violin, viola, piano, cello, flute and recorder which lead to the Certificate and Diploma of the European Suzuki Association. Additional courses are held for trained teachers. There are also short courses, demonstration days and meetings for parents.

As the national association, the BSMA is the umbrella organisation for trained teachers and their students throughout the UK. The BSMA promotes the Suzuki approach by providing information to the public and the media. Members receive the BSMA journal *Ability* three times a year. Repertoire and publications are available from the BSMA bookshop at a discount for members. Events are held around the country, including concerts, workshops and conferences. Funds and donations provide scholarships and bursaries for teacher training. The BSMA also maintains links with other Suzuki organisations throughout the world, including the European Suzuki Association and International Suzuki Association.

### **Organisation**

The BSMA is Charitable Incorporated Organization and registered as a charity in October 2020.

The Executive Committee (which includes the Trustees of the charity) consists mainly of Suzuki teachers and parents. It is responsible for governance and policy making. The School Committee, a standing committee of qualified teachers and teacher trainers from various parts of the country, has an important advisory role. The Chair of the School Committee is also an elected member of the Executive Committee. The School Committee advises the Executive Committee on policies relating to teacher training and implements the BSMA policy in the regular organisation of teacher training courses. The directors of the principal teacher training courses are ex officio members of the School Committee. Sub- committees are also set up from time to time to report to the School Committee or the Executive Committee.

The day-to-day management of the BSMA is undertaken by full time staff at the BSMA office. Volunteers, many of them members of the committees, also play an important role in individual projects.

Membership of the BSMA is largely made up of Suzuki teachers and pupils' families but is also open to

anyone with a general interest in music and education.

### **Progress during the year**

The Gala Concert and the 2023 National Suzuki Workshop were quite spectacular. The Royal Albert Hall provided such an uplifting and exciting venue for the 1300 students to perform, and the very clever accompaniment written by Tim Murray brought all the instruments and our Suzuki repertoire together as if it has always been one. The international aspect of our national workshop meant that the Royal College of Music was packed. There was such a positive atmosphere from students and parents alike.

### **Public benefit**

To enable wider public access to the benefits of a music education, the BSMA continues to take its Suzuki teaching into Local Authority schools on the basis of a heavily subsidised membership arrangement. It also makes a number of bursary awards annually to deserving trainee teachers. In addition, all BSMA concerts are open to the public with seats priced below normal commercial levels.

### **Financial results for the year**

The BSMA has enjoyed a prosperous year during 2023 as a result of a number of highly successful events and concerts including the Gala Event at the Royal Albert Hall. Collectively, these events generated funds of £306,109 (2022-5 months: £5,738). Combined with an increase from Subscriptions to £100,800 (2022-5 months: £46,815) and the regular support from the LSG, the funds generated amounted to £542,324 for the year. (2022-5 months: £100,815)

As expected, the significant increase in activity generated a corresponding increase in costs of hosting these events increased to £230,011 (2022- 5 months: £29,269). Office, Staff and Governance costs were in line with expectations, leading to a surplus of £70,761 for the year (2022-5 months: loss: £17,246).

The surplus has restored the BSMA balance sheet with a pleasing increase in the cash balances to £100,112 (2022: £12,909) and an overall 46.91% increase in the BSMA's Net Current Assets.

### **Investment policy**

The policy is to invest monies which are surplus to immediate requirements in suitable investment funds.

### **Restricted scholarship fund**

The BSMA offers bursaries and scholarships to assist trainees in meeting the costs of teacher training and, in certain instances, to assist with travel costs. The scholarship fund is a restricted fund, which represents an accumulation of donations received by the BSMA specifically for the purposes of funding teacher training bursaries and scholarships. Bursaries and scholarships are generally awarded annually and the Trustees consider that the level of funding is sufficient for current purposes

### **Reserves policy**

The general fund is considered to be a prudent reserve to give confidence in the future

of the BSMA for teacher training and to encourage more pupils to study by the Suzuki method.

### **Accounting and reporting responsibilities**

The Charities Act 2006 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the BSMA's financial activities during the year and of its financial position.  
at the end of the year.

In preparing the financial statements the Trustees should follow best practice and: select suitable accounting policies and apply them consistently; make judgements and estimates which are reasonable and prudent; follow applicable accounting standards and the Charities SORP, disclosing and explaining any departures in the financial statements; and prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which are such as to disclose, with reasonable accuracy, the financial position of the charity at any time, and to enable them as trustees to ensure that the financial statements comply with charity law. The Trustees are also responsible for safeguarding the charity's assets, and hence for taking reasonable steps for the prevention of and detection of fraud and other irregularities.

Approved by the Executive Committee of the BSMA on 19 February 2022 and signed on its behalf by



**Hannah Biss**

Chair of the Trustees

11 May 2024

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE BRITISH SUZUKI MUSIC ASSOCIATION**

I report on the accounts for the year ended 31 August 2023 set out on pages 6 to 9.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act;  
and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Andrew Thurburn  
Andrew Thurburn & Co  
Chartered Accountants  
38 Tamworth Road  
Croydon  
Surrey, CR0 1XU

11 May 2024

**THE BRITISH SUZUKI MUSIC ASSOCIATION  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2023**

**Statement of financial activities for the year ended 31 August 2023**

(2022 Five Months)

	Notes	Unrestricted Funds 2023	Restricted Funds 2023	Total 2023	Total 2022
<b>INCOMING RESOURCES</b>					
<b>Incoming Resources from funds generated</b>					
Investment Income		338		338	-
<b>Voluntary Income</b>					
Donations	1	36,316		36,316	15,178
Membership Subscriptions		100,800		100,800	46,815
<b>Incoming resources from charitable activities</b>					
Teacher Training Fees		74,194		74,194	24,327
Events		306,109		306,109	5,738
Music and Literature Sales		24,567		24,567	8,757
<b>Total Incoming Resources</b>		<b>542,324</b>	<b>-</b>	<b>542,324</b>	<b>100,815</b>
<b>RESOURCES EXPENDED</b>					
	Notes	Unrestricted Funds 2023	Restricted Funds 2023	Total 2023	Total 2022
<b>Costs of generating voluntary income</b>					
Salaries and National Insurance	1,3	59,088		59,088	22,920
Office and Communications	4	58,856		58,856	36,384
Depreciation	7	-		-	-
<b>Costs of activities for generating funds</b>					
Journal		2,850		2,850	2,368
<b>Charitable Activities</b>					
Teacher Training Costs		97,598		97,598	24,566
Events		230,011		230,011	29,269
Music and Literature		11,595		11,595	1,284
Bursaries	1	1,953		1,953	1,270
Publicity		-		-	-
<b>Governance Costs</b>					
ESA and ISA membership costs		9,613		9,613	-
Committee and AGM costs		-		-	-
<b>Total Resources Expended</b>		<b>471,563</b>	<b>-</b>	<b>471,563</b>	<b>118,061</b>
<b>Net (outgoing)/incoming resources</b>		<b>70,761</b>	<b>-</b>	<b>70,761</b>	<b>-</b>
Total Funds brought forward at 1 April 2021		127,381	-	127,381	145,077
Total Funds carried forward at 31 March 2022	6	198,142	-	198,142	127,831

There were no recognized gains or losses other than those stated above.

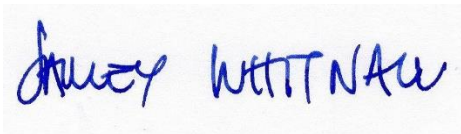
The notes on page 8 form part of these accounts

**THE BRITISH SUZUKI MUSIC ASSOCIATION  
BALANCE SHEET AS AT 31 AUGUST 2023**

**Balance Sheet as at 31 August 2023**

	Notes	Total 2023	Total 2022
<b>FIXED ASSETS</b>			
Tangible Fixed Assets	7	-	-
<b>CURRENT ASSETS</b>			
Stock	1,10	985	985
Debtors	8	105,691	137,736
Short term deposits and cash at bank	5	100,112	12,909
<b>Total current assets</b>		206,789	151,630
<b>Creditors: amounts falling due within one year</b>	9	255	15,407
<b>Net Current Assets</b>		206,534	136,223
<b>Net Assets less liabilities</b>		206,534	136,223
<b>FUNDS</b>			
Unrestricted general funds	6	198,142	127,831
Restricted scholarship funds	6	8,392	8,392
<b>Total Funds</b>		206,534	136,223

**Approved by the Trustees on 11 May 2024**



**Jamey Whitnall  
Trustee**

The notes on pages 8 & 9 form part of these accounts

# THE BRITISH SUZUKI MUSIC ASSOCIATION

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 AUGUST 2023

#### 1. Accounting Policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

##### a) Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention and comply with the Companies Act 1985. The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities: Statement of recommended practice" published in March 2005 and applicable accounting standards. Where appropriate comparative figures have been restated.

##### b) Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the BSI. Restricted scholarship funds are funds subject to specific restrictions imposed by donors.

##### c) Incoming resources

All income is accounted for as soon as the BSI has entitlement to the income and there is certainty of receipt and the amount is quantifiable.

##### d) Members subscriptions and events & conferences

Subscriptions and events are accounted for in the year to which they apply. Subscription income received during the year that relates to a subsequent financial accounting period is carried forward as a creditor in the balance sheet and shown as deferred income.

##### e) Resources expended

All expenditure is accounted for on an accruals basis and has been listed under headings that aggregate all the costs related to that activity. Resources expended on staff and office and communications costs are not allocated between cost categories, as any apportionment would be arbitrary given the small size of the office. Governance costs are those incurred in connection with the management of BSI's assets, organisational administration and compliance with constitutional and statutory requirements.

##### f) Fixed assets

Assets intended to be of ongoing use to BSI in carrying out its activities are capitalised as fixed assets. Depreciation is charged on tangible fixed assets at the following rates, so as to write them off over their expected useful lives.

- Office equipment 10% of cost per annum
- Computer equipment and software 20% of cost per annum
- Website design 25% of cost per annum

##### g) Gift Aid

In December 2002 the Inland Revenue confirmed that all categories of membership would be eligible for tax relief under the Gift Aid Scheme. Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

##### h) Stock

Stocks of music and literature are held at the lower of cost or net realisable value.

##### i) Investments

Investments are valued at market value at the accounts date.

#### 2. Payments to Trustees and families for their services as teachers and examiners were:

	Total 2023	Total 2022
Hannah Biss	2,056	-
Amanda Martin	-	-
Helen Brunner	2,414	-
Jane Panter	3,342	-
Sue Finn	825	-

The rate of remuneration is the same for non-Trustee teachers and examiners.

None of the Trustees receive remuneration for their services as trustees.

#### 3. Salaries and national insurance

	Total 2023	Total 2022
Wages and Salaries	54,627	20,354
National Insurance	2,879	1,930
Pension Costs	1,582	636
	<u>59,088</u>	<u>22,920</u>

The average number of employees during the year was 1 (2021: 1)

No employee earned more than £60,000 during the year was 0. (2021: 0)

#### 4. Office and communications expenditure

	Total 2023	Total 2022
Legal and Professional fees	-	2,429
Rent, rates, light and heating	50,103	28,646
Stationery, equipment and copying	588	650
Post and telephone	2,820	1,144
Insurance	-	2,634
Staff travel and welfare	225	96
Subscriptions and seminars	-	-
Bank Charges	5,120	784
Other Donations	<u>58,856</u>	<u>36,384</u>

**5. Cash and Investments**

Investments as at 1 April  
 Net additions / (withdrawals)  
 Investments as at 31 March  
 Cash and bank as at 31 March  
 Short term deposits and cash at bank

Total 2023	Total 2022
2,012	-
338	2,012
2,350	2,012
97,762	10,897
100,112	12,909

The investments of the BSI are held in COIF Charity Funds, which are investment funds managed by CCLA Investment Management.

**6. Reserves****Restricted scholarship fund and scholarships**

Scholarship fund at 1 April  
 Interest  
 Donations  
 Bursaries  
 Scholarship fund at 31 March

Total 2023	Total 2022
8,392	8,392
-	-
-	-
-	-
8,392	8,392

**General Fund**

Balance as at 1 April  
 Surplus / (Deficit)  
 Balance as at 31 March

127,381	145,077
70,761 -	17,246
198,142	127,831

**Total Funds as at 31 March**

206,534	136,223
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**7. Fixed Assets****Cost**

Opening Balance at 1 April  
 Additions  
 Closing Balance at 31 March

Fixtures & Fittings	Office Equipment	Computer Equipment	Total 2023	Total 2022
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

**Depreciation**

Opening Balance at 1 April  
 Closing Balance at 31 March

-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

**Net Book Value**

Opening Balance at 1 April  
 Closing Balance at 31 March

-	-	-	-	-
-	-	-	-	-

**8. Debtors**

Trade Debtors  
 Prepayments  
 Gift Aid

Total 2023	Total 2022
105,691	137,736
-	-
105,691	137,736

**9. Creditors**

Trade Creditors  
 Accruals and deferred income

Total 2023	Total 2022
255	15,407
-	-
255	15,407

**10. Stock**

Stock comprises goods for resale