



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1 September 2023 To 31 August 2024**

**Charity name: The Piano Teachers' Course UK Trust**

**Charity registration number: 1186328**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Advancing the education and support of piano teachers to improve the quality of piano teaching.</b>
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	<p><b>The Piano Teachers' Course has managed to survive and flourish because the tutors have worked hard to ensure students can take the course either in person or virtually. This has not been easy and we have needed to support them and this will continue. We were incredibly fortunate to receive a substantial bequest of £10,000 from Mr. Tayama, the father of the late course Director, Masayuki Tayama.</b></p> <p><b>This sum has been earmarked for the new Masayuki Tayama Bursary Fund, which will enable more students who need financial support to attend PTC courses.</b></p> <p><b>The Cert PTC is currently in the process of being accredited thanks to the Matossian estate bequest from last year, and three new courses have been developed: 1. A foundation Course for piano teachers who are not yet ready to enrol on the full Cert PTC, 2. A fast track course towards the new ARSM Teacher Diploma for holders of the Cert PTC who would like a Level 4 qualification, 3. An advanced course for Cert PTC holders who wish to continue to develop their skills and work towards an ABRSM or Trinity Level 6 piano teaching diploma. Efforts to raise funds have continued with the assistance of Sacha Glasgow-Smith and Kieran Henderson and the PTC Tutors.</b></p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	<b>We confirm that the trustees deliberations were made with due regard to the guidance issued by the Charity Commission.</b>

Commission on public benefit		
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>We continue to have a constructive dialogue with the Course team to ensure they get the support they need from us and that money is wisely spent and not wasted. We are grateful that the PTC Course Director and Administrator are able to attend Trustees meetings and contribute their points of view.</b>
Policy on social investment including program related investment	Para 1.38	<b>Not applicable this year</b>
Contribution made by volunteers	Para 1.38	<b>We are grateful to the work of the tutors and the students both in enabling the course to continue but also to fund raise, particularly in the events they organise, e.g. students' concerts and competitions</b>
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>Our primary achievements in this financial year have been</b></p> <ol style="list-style-type: none"> <li><b>1. The provision of bursaries for four students to be able to attend the Cert PTC course.</b></li> <li><b>2. The provision of funds so that the Cert PTC is in the process of being accredited by The CPD Certification Service.</b></li> <li><b>3. The provision of funds for marketing so the PTC courses look more professional and have a wider reach.</b></li> <li><b>4. The provision of funds towards the development of three new PTC courses in line with the evolving requirements of students, and the ABRSM's new professional qualifications, so that students can continue to develop as teachers and receive professionally recognised qualifications.</b></li> </ol>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>With our help the Piano Teachers' Course has continued to adapt and develop, ensuring that it not only continues but also has wider relevance for today's piano teachers.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>We are very fortunate to still have funds from last year's Matossian bequest, and this year's Tayama donation. We are continuing to explore fundraising avenues.</b>
Investment performance against objectives	Para 1.41	<b>Not applicable</b>
Other		<b>Not applicable</b>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Our Sept 2023 -2024 accounts were prepared per Charities Act 2011 and audited by Iqbal Chowdhury FCCA. He reported "no concerns" to trustees from his examination, dated 10 September 2024.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The cash fund will be held to further support the development of new courses and marketing, to boost fund-raising and provide bursaries. It will also be used for the CPD accreditation process which will validate the PTC's role in UK piano education and encourage more students to enrol.</b>
Amount of reserves held	Para 1.22	<b>£40,397.19</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</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>n/a</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>We need to be cautious about the future. We will need to work hard to fundraise over the next few years.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>Not applicable</b>
A description of the principal risks facing the charity	Para 1.46	<b>We need to develop our fundraising capacity. We have been fortunate and benefited from the generosity of some funders but recognise the need to develop a steadier income.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>CIO Foundation Constitution</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Trust</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	<b>appointed by founders</b>

### 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	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	The Piano Teachers' Course UK Trust
Other name the charity uses	PTC Trust
Registered charity number	1186328
Charity's principal address	Flat 2, 35 Bush Lane, London EC4R 0AW

### 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	L S Ellis	Chair		
2	N Gray			
3	HK Ignatius-Fleet			
4	R Magub			
5	D J Moss		1 <sup>st</sup> September – 17 <sup>th</sup> March	
6	R Morison		24 <sup>th</sup> March – 31 <sup>st</sup> August	
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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
Finance	D P Baldwin	14 Benny's Way, Coton, Cambridge CB23 7PS

#### Name of chief executive or names of senior staff members (Optional information)

Administration – Lucinda Sells
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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)		
Full name(s)	Ms Louise Stephanie Ellis	
Position (eg Secretary, Chair, etc)	Chair	
Date	8 November 2023	



The Piano Teachers' Course UK TRUST				
CHARITY NUMBER 1186328 ACCOUNTS YEAR END 31 AUGUST 2024				
		2024		2023
Turnover received	£	£	£	£
Donations and Legacies	10,318		55,000	
Ancillary income	685		482	
		11,003		55,482
Delivery costs and Project support expended				
Instructor, bursaries and direct delivery	7,674		6,800	
Equipment and Computer costs	1,107		2,250	
Fundraising and consulting	2,135		507	
Marketing, advertising and administration	6,574		960	
Total delivery costs and Project support expended		17,490		10,517
Surplus/Deficit		(6,487)		44,965
<u>Movement and Reconciliation of Funds</u>		Unrestricted	Restricted	
		Funds	Funds	Total
		£	£	£
As at 1 September 2023		46,884	-	46,884
Current year receipts		11,003	-	11,003
Current year payments		(17,490)	-	(17,490)
Transfers between funds		-	-	-
As at 31 August 2024		40,397	-	40,397
All the funds of the charity are in the form of cash, held in bank accounts.				

## **Independent Examiner's Report to the Piano Teachers' Course UK Trust**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> August 2024.

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

The charity's trustees 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 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 confirm that I am qualified to undertake the examination because I am a member of the ACCA, which is one of the listed bodies, in section 124 of the Charities Act 2011. However, as the charity's gross income does not exceed £250,000, it has not been mandatory to assign an independent examiner from a listed body.

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 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.

### **Iqbal Chowdhury FCCA**

Association of Chartered Certified Accountants

16 High Holborn

London

WC1V 6BX

Date : 10/09/2024