



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 Sept. 2020	To	31 August 2021

Section A Reference and administration details

Charity name PEAK DISTRICT MUSIC CENTRES

Other names charity is known by PDMC

Registered charity number (if any) 1187080

Charity's principal address 7A SPENCER ROAD

BUXTON

DERBYSHIRE

Postcode SK17 9DX

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	David Brindley	First trustee Chair		
2	Jon Kilpatrick	First trustee Vice-Chair		
3	Cath Pitts	First trustee Treasurer		
4	Helen Payne	First trustee Secretary		
5	Michelle Birch	First trustee		
6	Nick Buttle	First trustee		
7	Simon Marrow	First trustee		
8	Hannah Watson	First trustee		
9	Amanda Whittlestone	First trustee		
10				
11				
12				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	Constitution
How the charity is constituted (e.g. trust, association, company)	Charitable Incorporated Organisation, registered 20 December 2019 [replacing PDMC Charitable Association No.1002890]
Trustee selection methods (e.g. appointed by, elected by)	Election at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We attach trustees to ensembles, whenever possible, to provide an insight into the core activities of the charity, alongside an opportunity to make a practical contribution.

We have designated trustees providing specific oversight of Safeguarding, Health & Safety and Inclusion.

PDMC is a partner in the Derbyshire Music Education Hub, which is led by the Derby and Derbyshire Music Partnership. This enables us to access public funding via the Arts Council from the Department for Education.

The trustees maintain a Handbook, reviewed annually and primarily for use by Ensemble Directors (EDs) and parent helpers, which sets out all required procedures and protocols - especially with relation to safeguarding children; equality; health and safety; risk assessments for performances, trips and tours; planning timelines; and financial management.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The advancement of musical education for the public benefit, in particular among young people of school age in an area bounded by Buxton, Bakewell and Hope Valley by the provision of:

- structured music ensembles to enable participation and progression with the aim of developing confidence and enjoyment of music;
- regular rehearsals, opportunities to perform in both informal and public settings and other enrichment experiences such as tours, trips, workshops and residencies;
- opportunities for teamwork and leadership within a structured music making setting.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Having due regard to the guidance issued by the Charity Commission on public benefit, PDMC works tirelessly to bring music making opportunities to young people of school age from all social backgrounds. Section D below gives details of our achievements over the past year.

As a further commitment to public benefit, in recent years the trustees have raised over £20000 in grants from local charities and donations, specifically targeted at ensuring that financial hardship is no barrier to a young person's aspirations to learn an instrument or play alongside others. We have strongly promoted this scheme in the wake of the potential impact of the pandemic on some parents. We also offer an initial free taster term to beginners to encourage potential new members.

The trustees have met six times by Zoom conferencing to monitor the efficiency and effectiveness of the organisation, to plan for long-term financial and musical viability, to maintain a strategic direction and to ensure that all statutory requirements are being met. Financial and management information provided by the Administrator informs close monitoring of the organisation's performance and strategic decision making. The Administrator attends Board and ED meetings and meets as necessary with the Chair and the Strategic Director of Music. In order to strengthen the relationship between the trustees and the EDs, the Strategic Director of Music also attends Board meetings and the Chair regularly communicates by email with the EDs and attends their meetings.

To consolidate the previous year's conversion from a Charitable Association to a Charitable Incorporated Organisation, the trustees dissolved the previous charity on 14 December 2020. A new NatWest bank account was opened in the name of the new charity and a new Gift Aid account registered with HMRC. To tidy things up, the old Santander account was also closed

Over the past year the trustees have had to deal with the impact of the continuing Covid Pandemic, with a second lockdown, continuing restrictions on face to face music making, and false starts. Live rehearsals, albeit in restricted group sizes, only finally resumed after Easter and all attempts at a live concert were frustrated. The trustees have had to maintain and regularly update their contingency planning in response to the pandemic. A risk assessment, kept up to date and based on the latest Government and other guidelines, has informed detailed planning to ensure Covid-secure procedures for rehearsals, together with written guidelines for players and parents. Throughout this period we have had to maintain close liaison with our regular and alternative venues to assess and negotiate return dates to live rehearsals. Trustees have also been mindful of the impact of the pandemic on the livelihood and wellbeing of the EDs and have sought to attend to their engagement and morale, including three well attended discussions by zoom conferencing.

With increasing reliance on digital media and communication and with invaluable support from Gareth Widdowson, further improvements have been made to the website and our use of You Tube for streaming online performances. Communications with parents have also been strengthened with a regular new attractive Newsletter and a timely set of FAQs; an albeit limited responses to a parental survey of the effectiveness of our online provision indicated that 90% thought our efforts commendable, and 75% rated them as good.

Exacerbated by the loss of live rehearsals and performances, the already alarming haemorrhage of players has continued. It has not been possible to date to reinstate the Beginner String ensembles or the Choir and Bakewell Beginner Winds had to be merged with the Hope Valley ensemble.

Regular player numbers have been almost halved by the pandemic and it became clear that, previous intentions having been severely disrupted, urgent interventions were required. In the new year Gavin Usher, our Strategic Director of Music, produced a Rescue Plan concerned with recruitment and promotional initiatives and the Chair has stimulated trustee and ED discussion with a paper entitled "Where Next for PDMC?" and a proposal to establish a "Project Revive" think tank. Emerging ideas have included a rationale for a middle-term ensemble structure, a 24-hour Music Marathon, a Primary Pupils Big Sing project, and demos in primary schools. This work was significantly informed by a survey of all local primary schools, engineered by Vicky Giliker, a PDMC parent and a local primary head teacher.

Subscriptions and fees have been held steady over the past year and we have been grateful to parents for continuing to support us through their subscriptions despite our reduced provision. Remarkably, despite significant loss of income, reduced expenses enabled the budget to remain in credit.

The ED team has remained constant over the past year though Jane Taylor had to take a spell of compassionate leave and Chris Burge ably took over her Intermediate Wind ensemble in the interim. At the end of the year, Gareth Widdowson announced his intention to step down from the Wind Band and we were fortunate to be able to engage Danny Riley, a recent PDMC player, to take over the coming year. We are grateful to Gareth for his significant contribution to both our senior wind players and the wider organisation.

With regard to statutory matters, the trustees monitor all Charity Commission updates for useful tips and reminders; and keep a particularly close eye on safeguarding and data protection. In particular, we maintain an Online Safety Policy and a Risk Management Statement and Risk Register. EDs also need to undertake basic First Aid training as a contractual requirement.

Trustees recognise the need to be constantly looking for new fund-raising opportunities. Our "Friends of PDMC" scheme and our registration with Easy Fundraising continue, as does fruitful collaboration with Buxton International Festival and Buxton Festival Fringe, Buxton Opera House and the University of Derby Buxton. We made a successful bid for a High Peak Borough Council Connect Covid Support Grant and to the Ethel James trust for a further contribution to our Hardship Fund. Anne Griffiths, a former trustee, made a generous donation which enabled every ED and our Administrator to receive a £50 honorarium in recognition of their particular efforts to continue through challenging times. We were relieved that the Partnership decided to make their contribution at the previous level despite all the membership turbulence. The Hub has also agreed to provide funding in support of our Big Sing proposal.

A successful mid-year progress review was held in February with the Leader of the Music Education Hub. Detailed actions taken with respect to each of the focus areas and their impact are fully reported in the Year End Evaluation made to the Hub (see Section D below). The Chair also attended the annual Hub meeting for Music Centres in February.

Membership of the Hub entitles us to the services of the Hub Area Leader, Dan Timmins, who acts as a musical adviser and is responsible for the quality control of all musical activity and for the professional development of our ensemble directors. He also has an invaluable role in supporting our Strategic Director of Music and he has contributed to our revival planning.

We maintain close links at both Chair and ED level with our Hub neighbour, Dark Peak Music Foundation, with a commitment to resuming joint concerts and initiatives when possible.

Summary of Main Activities cont'd ...

All our EDs are engaged with a local Music Service through which they receive updates, including on key issues such as Safeguarding, and a certain amount of professional development. Further to this, the trustees provide funding so that EDs may keep their First Aid training up to date.

PDMC personnel are all self-employed and provide contracted services, which are reviewed annually. PDMC personnel make up a dedicated and talented team which serves the organisation with distinction and flair and which delivers the considerable benefits and successes experienced by our young musicians.

PDMC attracts considerable support from the players' parents, several of whom actively support the work of the charity. All current trustees are either past or present parents. Parent helpers provide weekly administrative and safeguarding support for our ensemble rehearsals, as well as at performances and on trips and tours. They also help with fund-raising. The organisation is deeply indebted to its volunteers and sincerely acknowledges the contribution of our parent volunteers, as well as the contribution of contracted personnel. We also have eleven Honorary Members, in recognition of their considerable voluntary contribution to PDMC over very many years.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

PDMC does not make grants.

To ensure that financial hardship is no barrier to participation in PDMC, free membership is automatically awarded to children eligible for free school meals and a discount is automatically available for membership of a second ensemble and for the third child from the same family.

In addition, a Discretions Panel, made up of three trustees who are not current parents and drawing on grants made to PDMC by local charities, receives and responds to other requests for free, or discretionary rate, ensemble membership as well as for financial support for participation in tours and, for both PDMC players and others, for instrumental lesson costs, along with loan instruments, if needed. Requests are made on a reasonably searching application form.

Volunteers are crucial to the organisation, providing the Board membership, parent helper support for the EDs at weekly rehearsals and at several public concerts each year, fundraising, and help with summer tours and trips.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

This has been a unique year, hugely interrupted by lockdowns and restrictions. It is a credit to everyone involved that we were able to keep PDMC running in some form or other throughout the entire period. Unfortunately our success in achieving this was offset by a steady decline in player numbers – not all took to online provision and some may be lost to us for ever – and the need to continue with a reduced range of ensembles – without any Beginner Strings or a Choir.

Nevertheless, we have continued to manage and fund music making opportunities for well over 100 young players, ranging from preparatory to senior levels, with

- 9 ensembles (3 string, 5 wind, 1 big band)
- 8 ensemble directors
- weekly term time rehearsals, online until Easter and then face to face, initially in temporary accommodation provided by the Methodist and St Anne's RC churches in Buxton until we were able to return to our normal regular venues (St Thomas More School, Hope Valley College and Lady Manners School),
- three end of term online concert performances – despite the cancellation of all live concerts, including our main Gala Concert:

A new online initiative – a series of five Sunday “Inspire” talks aimed at our older players - engaged five young professional musicians talking and answering questions about their careers and their, sometimes singular, achievements. These sessions proved enjoyable, illuminating and motivating.

PDMC has always prided itself on an accustomed sweep of performances, reflecting the huge commitment and talent of our players and EDs. A number of benefits derive from our public performances, including fund raising, profile raising, increased recruitment and opportunities for collaboration with neighbouring organisations. It was extremely regrettable, therefore, that all live performance had to be cancelled over the whole year, including our 2021 Gala Concert. Needless to say, all thought of residential courses, trips and tours also had to be on hold.

With face to face rehearsals still suspended, but using online skills developed during the previous year, our EDs were able to keep as many players as possible engaged with online rehearsal opportunity. This culminated in the three end of term YouTube compilations of individual and small group performances.

Despite the terrible limitations arising this year from the pandemic, we have clung to our reputation for nurturing young players and developing them into accomplished performers and, thanks to the skills and imagination of our EDs, for the high standards of ensemble playing achieved. Our players continue to audition successfully for the County Orchestra and Wind Band, and even for the National Youth Orchestra. A good many continue their music-making into adult life after leaving PDMC and some pursue professional careers in music. Indeed, some have returned to perform star solo roles in various public performances in the town.

Our second but vitally important achievement is to maintain a balanced revenue budget. Ironically, lockdown again helped: a reduction in income resulting from fewer players and subscriptions was offset by a concomitant reduction in costs. Despite the tightened provision we kept subscriptions at their normal level and we were enormously encouraged by the wiliness of parents to continue donating their normal subscriptions.

Section D Achievements and performance

Summary of Main Achievements cont'd

Meanwhile, our development fund, held in our reserves, has been significantly drawn on in our search for strategies and initiatives, including our recourse to a Strategic Director of Music, to rebuild PDMC. Needless to say, accurate financial planning remains elusive with the continuing uncertainty.

PDMC is a member of the Derbyshire Music Education Hub and is required to engage in an annual Service Level Agreement. Three priority areas had been identified for the year:

1. *To manage the transition out of Lockdown back to (new?) normal operation, to maintain and grow our player numbers and to ensure financial viability*
Progress against this objective was largely thwarted by the continuing constraints of the pandemic:
 - we managed to ensure a quality weekly digital offer for all ensembles but still saw a 50% drop off in player numbers
 - with no access to new players we were unable to rebuild our Beginner Strings or the Choir;
 - we were unable to restart recruitment initiatives with local WOpPs groups or promote instrumental teaching because we had no access to local schools
 - we were unable to assemble an attractive events programme but we did conclude that we should discontinue the annual Gala Concerts in the Buxton Opera House
 - the Chair attended two grant funding workshops and maintained liaison with local charities which have previously supported us
2. *To develop, in consultation with all stakeholders, a five year vision and a strategy for PDMC*
 - This was overtaken by an absolute focus on survival and rebuilding. However, a Project Revive Think Tank, formed in April, is now key to new thinking and initiatives.
3. *To build on the previous year's residential planning to develop affordable and attractive alternatives to overseas tours*
 - Again, the possibility of a senior players' tour to Devon (or else a local residential) and the extension of a residential, or similar, experience to intermediate level players was thwarted by events.
4. *To implement new and exciting initiatives*
 - a proposed outreach project working with Buxton primary schools has had to be postponed but a project with Fairfield Infants Schools is still planned and has attracted some Hub funding
 - workshops for minority instruments remain on hold
 - we have been able to make more inventive new uses of social media to strengthen and maintain digital engagement

Section E Financial review

Brief statement of the charity's policy on reserves

A reserve equal to at least two years' funding from the Derbyshire Music Education Hub is retained; this currently stands at £40k and is reviewed annually.

A further restricted reserve, currently of approx. £24.5k is available for specific earmarked purposes, including hardship support, with funds released only as qualifying costs are incurred. A further unrestricted reserve of approx. £20.5k is available to fund specific improvements and developments, approved by the trustees, and is being drawn on.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main sources of funding are the Derbyshire Music Education Hub grants; membership subscriptions; and in normal times by concert profits; donations; and other fundraising.

We operate a Friends Scheme to allow our supporters to make regular, gift-aided whenever possible, donations.

Our main expenditure is on the provision of ensemble venues, EDs and assistants, and administrative services.

A Virgin Money interest paying charity account is operated in order to maximise the return on reserve monies not immediately needed.

Section F Other optional information

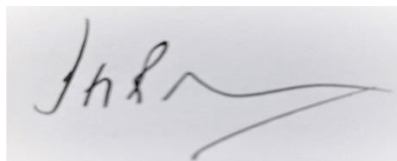
As an additional contribution to the public benefit during a difficult period of Lockdown, we have also opened up, at no charge, some of our online provision to players who are not members of PDMC.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

David Brindley

Position

Chair

Date

12 November 2021

Section B Balance sheet

	Guidance Note					
		Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£ F01	£ F02	£ F03	£ F04	£ F05
Fixed assets						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
Total fixed assets	B05	-	-	-	-	-
Current assets						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	1,295	-	-	1,295	5,904
Investments (Note 17.4)	B08	50,526	24,474	-	75,000	75,000
Cash at bank and in hand (Note 24)	B09	27,245	-	-	27,245	24,660
Total current assets	B10	79,066	24,474	-	103,540	105,564
Creditors: amounts falling due within one year (Note 20)	B11	18,660	-	-	18,660	17,260
Net current assets/(liabilities)	B12	60,406	24,474	-	84,880	88,304
Total assets less current liabilities	B13	60,406	24,474	-	84,880	88,304
Creditors: amounts falling due after one year (Note 20)	B14	-	-	-	-	-
Provisions for liabilities	B15	-	-	-	-	-
Total net assets or liabilities	B16	60,406	24,474	-	84,880	88,304
Funds of the Charity						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	24,474	-	24,474	23,340
Unrestricted funds	B19	60,406	-	-	60,406	64,964
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
Total funds	B22	60,406	24,474	-	84,880	88,304

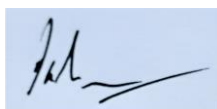
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one or two trustees/directors on behalf of all the trustees/directors



Signature of director authenticating accounts being sent to Companies House

Print Name	Date of approval dd/mm/yyyy
David Brindley	12/11/2021

Signature	Date dd/mm/yyyy
n/a	
	Print name

Independent Examiner's report to the trustees of Peak District Music Centre CIO

I report on the accounts of the company for the year ended 31 August 2021.

Respective responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company) are responsible for the preparation of the accounts. The 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 needed. The charity's gross income has not exceeded £250,000. I am qualified to undertake the examination by being a qualified member of ICAEW.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- State whether particular matters have come to my attention.

Basis of 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 statement below.

Independent examiner's statement

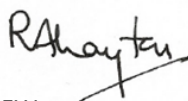
In connection with my examination, no matter have come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements:
 - To keep accounting records in accordance with section 386 of the Companies Act 2006
 - To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

Have 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.

Name: Robert Layton



Relevant Professional qualification or body: ICAEW

Address: 6 Manchester Road, Buxton, Derbyshire, SK17 9SB

Date: 24 May 2022



Laytons CHARTERED ACCOUNTANTS
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