



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	JULY	2021		30	JUNE	2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Andrew Machin	Trustee		
2	Nicholas Brecker	Treasurer		
3	Peter Charles Bell	Trustee		
4	Simon Noel Ovens	Trustee		
5	Cllr Jean Lammiman	Trustee		
6	Cressida Leonora Lindsay	Trustee		
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20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

David Phelops, Creative Director (voluntary)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Governed under regulations for CIO Foundations.
How the charity is constituted (eg. trust, association, company)	The charity is a Charitable Incorporated Organisation.
Trustee selection methods (eg. appointed by, elected by)	The trustees can appoint additional persons to serve as trustees of the charity.

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.

Major risks: the charity is heavily dependent on the work of its volunteers, in particular, the Creative Director and the Assistant Musical Director

Major risks: the charity needs to concentrate on its fundraising objectives as its public profile and its visibility both to potential beneficiaries and potential donors has been adversely affected during the Covid lockdown.

Section C Objectives and activities

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

The object of Sustaining Harmony is the relief of those in need by reason of ill mental health and their carers, in particular but not exclusively by providing the opportunity to take part and perform in a choir with others affected by mental health issues and support groups to help alleviate the mental health issues they face.

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)

The charity continued to operate during the Covid lockdown period with most of the activity held online, using Zoom technology. Towards the end of the reporting period and following the lifting of the Covid restrictions the charity recommenced in-person activities. The online Zoom sessions, having been proved to be valuable in their own right, were also maintained throughout the reporting period.

The range of activities offered through the Zoom platform was expanded to include a series of online dance workshops, Tai-chi sessions held immediately prior to a choir session and an increase in the number of weekly online choir sessions offered.

As the technology offered by the online Zoom platform has some (quite significant) limitations when trying to facilitate communal singing online, the charity has developed alternative modes of working which nevertheless encourages beneficiaries to participate and to feel part of a communal experience. The online experience is rather different to that experienced when rehearsing face to face but has proved to be valuable, particularly to those beneficiaries who cannot access the new rehearsal space.

Beneficiaries have been supported and encouraged to perform a solo number online with other beneficiaries (with microphones muted) joining in, or just listening to and appreciating the performance. Several beneficiaries have developed their confidence in this way, and this is apparent in the quality of their singing.

The regular online sessions (which are nearly always held on the same days and at the same times) have helped to maintain the sense of community and support that the choir provides. The other activities have also contributed to this sense of community and helped to alleviate the feeling of isolation that the Covid pandemic and the lockdown produced. In addition, the WhatsApp Support group continued to flourish and develop, with more beneficiaries contributing positively.

Towards the end of the period under review the charity managed to arrange access to a new rehearsal space and recommenced weekly face to face choir rehearsals. The number of beneficiaries participating has improved from the numbers participating in the online sessions but has not yet recovered to pre-Covid numbers.

Records have been maintained of attendance at both online and in-person events and every effort has been made to try and remain in contact, either directly or indirectly through other choir members, with former beneficiaries who are not currently attending sessions.

Beneficiaries have confirmed the value that the charity brings to their lives and how a sense of community has been maintained throughout the Covid pandemic and the challenges of lockdown. With the ending of the lockdown restrictions beneficiaries have indicated that both the online and the in-person formats are valued.

The trustees confirm that they have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

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

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

The trustees would like to thank all the volunteers who have contributed to the charity during the period.

It is these volunteers who have made the activities of the charity possible and who have generously donated their time and expertise to help further the aims of the charity.

The trustees would particularly like to thank ...

David Phelops – Voluntary Creative and Music Director
Coordinate and run choir sessions, both online and in-person. Choose and arrange music. Network with external organisations. Facilitate external music professionals to attend, teach, or run workshops, on an occasional basis.

David is assisted by Janet Bell, the voluntary assistant musical director, who co-hosts with and/or deputises for David if he is unable to attend.

Christiane Kobus, a beneficiary, facilitates weekly, online Tai-Chi sessions to take place just before the online choir session.

Jessie Attack, a beneficiary assists the board of trustees by attending formal meetings as minute-taker.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The second year of the charity's operation continued to present significant challenges as the Covid lockdown meant that in-person events were not possible for most of the year.

Although lockdown restrictions were eased during the period September to December 2021, many of the volunteers and the beneficiaries were reluctant to meet in-person, often owing to concerns regarding vulnerability. The charity had also by this time lost access to the rehearsal and social space previously available at The Bridge Mental Health Day Centre in Harrow, as the building had been repurposed during the lockdown.

A further period of lockdown from January to March 2022 delayed the return to in-person events.

The choir community finally managed to meet in-person for the first time in early May 2022 for a social event. Having secured access to a new rehearsal space at Harrow Civic Centre, weekly in-person rehearsals recommenced at the end of May 2022.

However, the online gatherings, which are held on Zoom and which commenced in August 2020, were increased in frequency during the period. These constituted a significant proportion of the activity of the charity during this period.

At the start of the reporting period Zoom choir sessions were offered weekly on Tuesday evenings and Saturday lunchtime. From October 2021 an additional evening session was offered on a Monday afternoon. From December 2021 the Tuesday evening sessions were moved to Wednesday evening in anticipation of face-to-face choir rehearsals recommencing (and which had always been held on a Tuesday evening), however the face-to-face sessions did not actually restart until May 2022 owing to additional Covid restrictions. The Wednesday and Saturday sessions continued to be offered throughout the whole of the reporting period.

In total 146 of these Zoom sessions were offered during the year under review and there were a total of 1,889 session attendances with attendance varying between 9 and 24 beneficiaries. Average attendance at an online session was 13 beneficiaries. The majority of the attendees are located in England and Wales however the online nature of the events means that attendees from anywhere in the world can apply to attend. One regular attendee is located in the Republic of Ireland.

In addition to the regular Zoom choir sessions other online events were held. These included a series of 6 weekly online dance workshops offered during July and August 2021. One of the choir members offered to host a weekly online Tai-chi session immediately prior to the weekly choir session and 17 sessions were offered during the reporting period starting in March 2022.

The community has developed an active support group on WhatsApp and this is a moderated space to ensure that all messages contribute positively to the wellbeing of the participants. This is used enthusiastically and is a valued resource.

One beneficiary who does not have access to Zoom has been offered regular 1-2-1 singing coaching sessions by telephone.

An online concert was arranged in December 2021 and attended (online) by 38 people with Learning Difficulties who are members of a local support organisation in Harrow.

On Christmas day 2021 four online sessions were offered during the day for beneficiaries.

On 27 Jan 2022 the choir performed online at a Holocaust Memorial event in Harrow and were assisted by an external facilitator.

One other activity during the period which ran until December 2021 was an online weekly meeting held on a Monday morning for choir leaders from other choirs to meet to provide mutual support and discuss and share development opportunities with each other.

Face-to-face events eventually restarted in May 2022 with social events being held near Harrow in May and July 2022. Weekly face-to-face rehearsals restarted at the end of May 2022 on Tuesday evenings at the Harrow Civic Centre. Average attendance at these face-to-face events was 28 beneficiaries.

The charity organised its first major external event with a visit by coach to the Guildhall School of Music and Drama on 28 June 2022, with the session hosted by one of the trustees. The session was hybrid, enabling those unable to attend in person to join the session on Zoom. A total of thirty-four beneficiaries took part in the event. This was an opportunity to introduce second-year students on a Master of Arts in Music Therapy course to the beneficiaries. Students were able to see how such music groups operate, to practise teaching songs and to share their journeys into Music Therapy. The beneficiaries gain an opportunity to see how music therapy is taught and to share their passion and joy for the music. This can help to further develop feelings of belonging to a wider community, than just mental illness.

The charity was unable to organise its usual fundraising events during the period, however the charity was nominated as “charity of the year” by BNI (Business Networking International) Business First Chapter. The charity received donations totalling over £500 from members of this organisation.

Further fundraising efforts were organised towards the end of the reporting period and a grant from Harrow Community Fund to support the rental of rehearsal space was successfully negotiated (although the grant was received and applied to the period immediately after the current period end).

The trustees will continue to keep the strategic aims of the charity under review to ensure that the activities of the charity continue to support the charitable objectives.

Section E

Financial review

Brief statement of the charity's policy on reserves

It is the trustees' policy to maintain sufficient reserves to cover 3 months overheads expenditure.

Details of any funds materially in deficit

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.

The majority of the charity's funding is from public donations, either direct to the charity, or via the charity's page on its Just Giving website.

Income was reduced during this period as there were few public performances by the choir. The consequent lack of publicity and the absence of funds raised at the annual concert contributed to this decrease in donations.

The largest item of running expenditure in the period was the coach hire for beneficiaries to attend an evening workshop at the Guildhall School of Music and Drama in central London.

The income for the year to 30 June 2022 was £1,185 .
In the same period total payments including purchase of computing equipment to support the increase in online working which has increased efficiency and supported the change to online working, came to £2,964.

Funds carried forward at the end of the period were £2,485.

Section F

Other optional information

The charity has continued its emphasis on safeguarding. In view of the vulnerability of many of the beneficiaries the charity was cautious in its approach and was slow to return to face-to-face activities. When face-to-face activities recommenced, the charity adjusted its safeguarding procedures and adhered strictly to the Covid regulations. This included requiring beneficiaries to self-declare absence of symptoms and proof of lateral flow tests. Temperature checks were also instituted. Detailed attendance records continued to be maintained. The charity was supported by its partner organisation Rethink Mental Illness who provided expertise including risk assessments and DBS checks.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) N Brecker

Full name(s) Nicholas Brecker

Position (eg Secretary, Chair, etc) Treasurer

Date

28/04/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

SUSTAINING HARMONY

1190783

Receipts and payments accounts

CC16a

For the period
from

01/07/2021

To

30/06/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	1,185	-	-	1,185	4,424
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,185	-	-	1,185	4,424
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,185	-	-	1,185	4,424
A3 Payments					
Expenses for fundraising activities	1,213	-	-	1,213	160
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,213	-	-	1,213	160
A4 Asset and investment purchases, (see table)					
Computer equipment	1,751	-	-	1,751	-
	-	-	-	-	-
Sub total	1,751	-	-	1,751	-
Total payments	2,964	-	-	2,964	160
Net of receipts/(payments)	- 1,779	-	-	- 1,779	4,264
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,264	-	-	4,264	-
Cash funds this year end	2,485	-	-	2,485	4,264

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Bank account balance	2,485	-	4,264
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Computer equipment		1,751	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Nicholas Brecker	Nicholas Brecker	28/04/2023	