



## Trustees' Annual Report for the period

From 1 April 2021 To 31 March 2022

Charity name: Sound Progression Ltd

Charity registration number: 1190897

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To advance in life and relieve needs of young people through:</p> <ul style="list-style-type: none"><li>(a) The provision of recreational, educational and leisure time music and arts activities provided in the interest of social welfare, designed to improve their conditions of life;</li><li>(b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.</li></ul>
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	<ul style="list-style-type: none"><li>• Delivering a range of online music-based sessions for young people across Cardiff and beyond.</li><li>• Hosting weekly music studio sessions at seven youth and community centres located across Cardiff.</li><li>• Developing young music talents through bespoke and tailored provision to facilitate the creation of original music and performance skills.</li><li>• Showcasing young people through performance platforms.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

### 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>Our work centres on empowering young people from disadvantaged areas, building their confidence, resilience and skills and importantly inspiring them to make positive life choices.</p> <p>Within this 12 month period, we have significantly scaled our operation to deliver a broader range of free services for young people and have increased the number of centres we work out of from three (post-Covid) to eight and weekly mentoring hours from 21 to 95.</p> <p>During the lockdown period, we diverted our provision to online 1-1 sessions and offered a wide range of music-based activities; helping 78 young people feel less isolated and more positive about their lives.</p> <p>In October 2021, we resumed our centre-based activity, steadily extending our portfolio to new communities and fully embracing and maximising our partnership with Cardiff Youth Service. We piloted provision aimed at vulnerable and/or disengaged young people that included a partnership with Barnardo's and NHS's Headroom Project to support young people who experience early stages of psychosis</p>

		<p>and developed post-16 daytime projects focused on enhancing well-being and community cohesion.</p> <p>In March 2022, we refurbished two studios suites and reopened the music provision at the city-centre project Grassroots; providing a non-territorial base with accessible transport links. Delivering daily sessions to give young people a chance to build relationships with others from across the city and take a break from the negative influences around them. Plus, supported showcase events including BBC 6 Radio Fringe Festival and Immersed Festival.</p> <p>We've made a real difference in young lives by developing their skills, knowledge and passion for music and promoting their welfare and quality of life by ensuring our provision reflects needs and is a tool for improving prospects. We've fostered emotional and mental well-being by encouraging creativity and new experiences and by using the power of music as a tool to help overcome feelings of depression, anxiety and loneliness.</p> <p>We've provided safe spaces free of discrimination for young people to become excited about their lives and offered essential respite from their problems with opportunities to explore emotions and their situations through rap and lyric development. We've also created opportunities for shared dialogue around issues of postcodes, gang culture, knife crime and violence and enabled participants to take steps toward being more inclusive and connected; facilitating relationships building with peers across the city and with youth professionals and support workers, and helped young people navigate career pathways in music by encouraging sign-up to FE courses.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>As an organisation that previously delivered services in Cardiff only, diverting our provision online enabled us to extend our geographical reach supporting young people from mid, north and south Wales.</p> <p>We were also able to expand the subjects we offered, such as vocal coaching and as a consequence increased the percentage of female participation from 15% to 42%.</p> <p>We have also continued to support young people from BAME backgrounds who represented 35% of our participant base.</p>
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Sound Progression's turnover for 2021-22 financial year is based on an income level of £138,876 (prior year: £82,257) and expenditure of £129,227 (prior year: £57,814). Our operating surplus/deficit is £9,648 (prior year: £24,443) for year-end 2022.</p> <p>Due to a brought forward figure of £38,368 from the previous financial year (2020-21), we carry forward £48,016 into the 2022-23 accounting period of which £39,610 is designated funds and £8,406 is unrestricted.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Sound Progression is funded on a project-by-project basis based on submission of balanced budgets. There is currently no core funding available and thus little opportunity to build up reserves. If core funding is secured then the Trustees will review its reserves policy.
Amount of reserves held	Para 1.22	Reserves (unrestricted funds) at the year end were £8,406 (prior year: £5,842) Sound Progression understands that this low level of reserves imposes a tight budget/cashflow discipline.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	Nil
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Nil

### 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	<p>Sound Progression's principal ongoing funders are the Arts Council of Wales, which supported the creation of the company along with the Academy and online programmes. The National Lottery Community Fund, Cardiff Council, Ty Cerrd, Co-op Good Causes also supported delivery costs during this financial year.</p>
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		<p>In addition, Garfield Weston Foundation provided funds to support our core developmental costs.</p> <p>All grant income is applied for against criteria specified by the grant giving organisation and these funds can only be used for the purposes approved.</p> <p>All expenditure incurred by the company is in support of the key objects of the charity.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	As our provision is offered free of charge to young people, we are highly dependent on receiving grant income and the support of our partner, Cardiff Youth Service, to provide the in-kind use of their music studios.
Other		n/a

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Memorandum and Articles of Association.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
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	Elected

### 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	Trustee's handbook and safeguarding training.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	<p>Sound Progression works in partnership with Cardiff Council's Youth Service who support our delivery through the use of their music studios and additional safeguarding, where required.</p> <p>We also work in partnership with Grangetown Boys and Girls Club to support daytime delivery.</p>
Other		n/a

## Reference and Administrative details

Charity name	Sound Progression Ltd
Other name the charity uses	
Registered charity number	1190897
Charity's principal address	117 Fairwater Grove West Cardiff CF5 2JP



## 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	Matthew Alexander Parry	Chair		
2	Jonathan Kenneth Luxton	Treasurer		
3	Emma Clark			
4	Ian John Llewelyn Mc Andrew			
5	Gerald Kuzhangaira			
6	Cian Ciaran			
7	Marcelle Louisa dos Santos			
8	Barbara Jean Lima			

## Corporate trustees – names of the directors at the date the report was approved

Director name		
Nil		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Nil		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Nil
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
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n/a		
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**Name of chief executive or names of senior staff members (Optional information)**

Carole Blade (Company Manager)
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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

n/a
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**Other optional information**


n/a
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## Declarations

The charity has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

### Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Matthew Parry	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	24/11/2022	

## **Independent examiner's report to the trustees of Sound Progression Ltd ('the Organisation')**

I report on the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

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

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

Ailsa Hawkins (BSc, ACA)

40, Woodruff Way  
Thornhill  
Cardiff, CF14 9FP



10<sup>th</sup> October 2022

**Sound Progression Ltd**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted funds £	Restricted funds £	Total for year	
				2021/22 £	2020/21 £
<b>Income from:</b>					
Charitable Activities					
Open Access			51,830	51,830	
Organisational Development		10,000	3,011	13,011	3,000
Education Programme		4,597	69,438	74,035	79,251
Bank Interest		-	-	-	6
<b>Total Income</b>		14,597	124,279	138,876	82,257
<b>Expenditure on:</b>	2				
Charitable Activities					
Open Access			27,362	27,362	1,035
Organisational Development			9,275	9,275	15,871
Education Programme		12,033	80,557	92,590	40,908
<b>Total Resources Expended</b>		12,033	117,195	129,227	57,814
<b>Net movement in funds</b>		2,564	7,084	9,648	24,443
<b>Reconciliation of funds</b>					
Total funds brought forward		5,842	32,526	38,368	13,925
<b>Total funds carried forward</b>		8,406	39,610	48,016	38,368

# Sound Progression Ltd

## BALANCE SHEET AS AT 31 MARCH 2022

	Notes	31 March 2022		31 March 2021	
		£	£	£	£
<b>Current assets</b>					
Cash at bank		48,016		38,368	
		<u>48,016</u>		<u>38,368</u>	
<b>Creditors:</b> Amounts falling due within one year	5	-		(50)	
<b>Net current assets/(liabilities)</b>			48,016		38,318
<b>Net Assets</b>			<u>48,016</u>		<u>38,318</u>
<b>Funds</b>					
Unrestricted income funds	7		8,406		5,842
Restricted income funds	8		39,610		32,526
			<u>48,016</u>		<u>38,368</u>

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 on behalf of the charity's trustees/directors



Matthew Alexander Parry  
Trustee and Chair

24 November 2022

**Sound Progression Ltd**  
**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2022**

**1 ACCOUNTING POLICIES**

**Basis of preparation.** The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have also been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - abbreviated to Charities SORP FRS102)) issued on 16 July 2014, Update Bulletin 1 (effective 1 January 2016) to Charities SORP (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and the Companies Act 2006. The charity has adopted some of the SORP reporting requirements for larger charities.

Sound Progression Ltd (the charity) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

**Preparation of the accounts on a going concern basis.** The trustees consider that the charity can continue as a going concern for at least the next 12 months.

**Income.** Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Donated goods income is recognised when the goods are sold as it is impractical to measure the fair value and the costs of valuation outweigh the benefit to users of the accounts and the charity of this information. Where income has related expenditure (as often with fundraising), the income and related expenditure are reported gross in the Statement of Financial Activities.

**Interest receivable.** Interest on any funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**Fund accounting.** Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor, or charity when making an appeal, has specified are to be solely used for particular areas of the charity's work.

**Expenditure.** Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds cover all expenditure incurred by the charity to raise funds for its charitable purposes - including the costs of all fundraising activities, events and non-charitable trading activities, plus the associated support costs.
  - Expenditure on charitable activities includes the costs of information provision and beneficiary support undertaken to further the purposes of the charity and their associated support costs.
  - Other expenditure represents those items not falling into any other heading.
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**Support costs.** Support costs are those functions, such as office/building overheads and governance, that assist the work of the charity; these costs are split between cost of raising funds and expenditure on charitable activities. Governance costs are those costs associated with meeting the strategic management, constitutional and statutory requirements of the charity and include accountancy fees and associated staff time.

**Sound Progression Ltd****NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2022**

**Cost Attribution.** Costs have been attributed on a basis consistent with the use of resources. Where costs cannot be allocated, they are apportioned by the estimated percentage of time spent on each activity.

**Tangible fixed assets.** Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over an estimated useful economic life of 4 years on a straight line basis. The charity has no such eligible assets.

**Financial instruments.** The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**Debtors** Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash at bank and in hand.** Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions.** Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Taxation.** The charity is exempt from corporation tax on its charitable activities.

<b>2 EXPENDITURE</b>	<b>Direct</b>	<b>Support</b>	<b>2021/22</b>	<b>2020/21</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<u>Charitable Activities</u>				
Open Access	15,042	12,320	27,362	1,035
Organisational Development	9,275		9,275	14,871
Education Programme	58,407	22,150	80,557	40,534
Total Resources Expended	82,725	34,470	117,195	56,440

<b>3 SUPPORT COSTS</b>	<b>Governance</b>	<b>Management</b>	<b>Office</b>	<b>2021/22</b>	<b>2020/21</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Open Access	-	-	-	-	-
Organisational Development	-	1,575	-	1,575	1,000
Education Programme	-	-	-	-	-
Core Costs	-	9,670	788	10,458	374
Total Support	-	11,245	788	12,033	1,374



**Sound Progression Ltd**  
**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2022**

**4 OTHER TRANSACTION INFORMATION**

The charity does not employ any staff and, as common for a project based arts company, makes extensive use of freelance contractors.

There was no current year trustee remuneration or expenses.

There were no material waived trustee expenses.

Independent examination cost totalled £100 (prior year: £50)

**5 CREDITORS**

	2021/22	2020/21
	£	£
Trade creditors	-	-
Accruals and deferred income	-	50
Total creditors	-	50

**6 DEFERRED INCOME ANALYSIS**

Included within Note 6 is the following deferred income:

	2021/22	2020/21
	£	£
Opening deferred Income	-	-
Released to the SOFA	-	-
Fresh income deferred in-year	-	-
Closing deferred income	-	-

**7 UNRESTRICTED FUNDS**

	1 Apr 2021	Income	Spend	31 Mar 2022
	£	£	£	£
General	5,842	14,597	12,033	8,406

Unrestricted funds includes a grant of £10,000 from Garfield Weston Foundation.

**8 RESTRICTED FUNDS**

	1 Apr 2021	Income	Spend	31 Mar 2022
	£	£	£	£
Arts Council Wales	32,526	93,599	93,265	32,860
Cardiff Council		24,650	17,900	6,750
Trusts & Foundations		4,030	4,030	-
Others	-	2,000	2,000	-
	32,526	124,279	117,194	39,610

The Arts Council Wales funding included two COVID-19 Recovery grants, a final instalment of a Stabilisation award and 90% of a National Lottery Create grant.

Cardiff Council support includes two Wellbeing awards and match funding contributions.

Trusts and foundations support including Co-op Good Causes and Ty Cerrd.

The funding from 'Others' represented contributions from partners.

**Sound Progression Ltd**  
**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2022**

**9 FUND/ASSET ANALYSIS**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021/22 total funds</b>	<b>2020/21 total funds</b>
	£	£	£	£
Net current assets	8,406	39,610	48,016	38,368
	<u>8,406</u>	<u>39,610</u>	<u>48,016</u>	<u>38,368</u>

**10 COMPANY LIMITED BY GUARANTEE**

Sound Progression Limited is a company limited by guarantee, which means that there is no issued share capital, the liability of members being restricted to £1 each.

In August 2020, the organisation become a registered Charitable Incorporated Organisation, CIO.

**11 2020/21 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2020/21</b>
	£	£	£
<b>Income from:</b>			
Charitable Activities:			
Open Access			-
Organisational Development	-	3,000	3,000
Education Programme	5,819	73,432	79,251
Bank Interest	6	-	6
<b>Total Income</b>	<u>5,825</u>	<u>76,432</u>	<u>82,257</u>
<b>Expenditure on:</b>			
Charitable Activities:			
Open Access		1,035	1,035
Organisational Development	-	15,871	15,871
Education Programme	374	40,534	40,908
<b>Total Resources Expended</b>	<u>374</u>	<u>57,440</u>	<u>57,814</u>
<b>Net movement in funds</b>	5,451	18,992	24,443
<b>Reconciliation of funds</b>			
Total funds brought forward	391	13,534	13,925
<b>Total funds carried forward</b>	<u>5,842</u>	<u>32,526</u>	<u>38,368</u>