



## Trustees' Annual Report for the period

From 1 April 2022 To 31 March 2023

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>• Hosting weekly after school music studio sessions at seven youth and community centres located across Cardiff.</li><li>• Began delivering daytime provision at the city-centre hub, Grassroots, to support 16-25-year-olds via daytime drop-in sessions delivered Monday to Friday.</li><li>• Developing young music talents through bespoke and tailored provision to facilitate the creation of original music, performance skills and industry sharing sessions.</li><li>• Developed live bands to support festival touring opportunities.</li><li>• Introduced a paid apprenticeship scheme developing the skills of two young men through bespoke training and on the job learning, including a 10-day trip to New York to collaborate with US rappers.</li></ul>

		<ul style="list-style-type: none"> <li>Delivering events at various venues to showcase 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	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

### 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>Sound Progression delivers bespoke and individualised music development opportunities to empower new and diverse voices and is driven by the principal objective to increase engagement levels of young people from underrepresented groups, those hindered by financial and cultural barriers and considered to be hard to reach. We support children and young people who tend to have no formal music education ranging from aspiring singers, songwriters and rappers to music producers and engineers, and those simply wishing to explore their creativity through music-making.</p> <p>We work at the grassroots in partnership with Cardiff Youth Service at eight community centres, during 2022/2023, situated across the southern arc of Cardiff in areas of high deprivation. These include Ely, St Mellons, Llanedeyrn, Llanrumney, Butetown, Grangetown, Splott and the city centre.</p>

	<p>Our sessions are hosted in well-equipped music studios and support young people's music production, sound engineering, song/rap writing and performance skills as well as providing vocal, drumming, keyboard and guitar coaching. We respond to young people's needs and foster emotional well-being by offering clear, tangible incentives and rewards such as co-creating original music tracks and producing industry-standard quality recordings.</p> <p>We hosted a total of 50, three-hour music studio sessions a week, consisting of 13 after-school sessions nestled within six established youth-club settings and 36 daytime sessions at two centres; including our city-centre base, housing two studio suites and a music production training room. We also offer progression routes to support career development and host regular performance platforms through our talent development Academy Programme, as well as bespoke partnership projects with local youth-focused charities and services.</p> <p>During 2022-2023 we supported approximately 350 young people, 255 aged 11-19 who were supported through after-school sessions and a further 65 aged 16-25 through daytime provision. 80% of our participants attend regularly based on more than ten sessions within the last year and an estimated 95% of participants were from socio-economically disadvantaged areas living in households considered to be among the top 20% living in poverty in Wales. 35% of our participants are from global minority backgrounds and 70% are male and approximately 10% are supported through various social care and well-being initiatives. Furthermore, approximately 25% of participants have neurodiverse needs including Dyscalculia, Dysgraphia, Dyslexia and ADHD.</p> <p>In addition to increasing our weekly programme, we began running school holiday provision in July 2022 and have developed an apprentice programme which included a trip to New York to collaborate with New Jersey rappers.</p> <p>Having Grassroots as our central hub has enabled more intensive development opportunities for our participants, demonstrated by the quality and number of acts we presented at Clwb Ifor Bach and The Tramshed as part of Immersed Festival. It has also enabled us to create new programmes such as Next Level, which is focused on elevating young talents and facilitating their transition into the music industry, enabling group workshops, guest talks and band development.</p>
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		<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>
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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>During 2022-2023 we secured a number of grants to support a year-round programme of activity, delivering various projects that supported artist development, daytime activity, school holiday workshops as well as continuing our after-school provision.</p> <p>We increased the number of young artists we support and created regular performance and platforming opportunities for them, widening our partnership with the music industry including venues and other youth music organisations.</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 2022-23 financial year is based on an income level of £161,309 (prior year: £138,876) and expenditure of £155,373 (prior year: £129,227). Our operating surplus/deficit is £5,936 (prior year: £9,648) for year-end 2023.</p> <p>Due to a brought forward figure of £48,016 from the previous financial year (2022-23), we carry forward 53,952 into the 2023-24 accounting period of which £35,725 is designated funds and £18,226 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 £18,226 (prior year: £8,406) 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, Anthem, Ty Cerdd, C3SC and People's Postcode Lottery also supported delivery costs during this financial year.</p> <p>In addition, Garfield Weston Foundation provided second year unrestricted funds to support our core developmental costs.</p>
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		<p>The grant from Wales Arts International to support an international exchange programme was delayed and received within the following financial year. However, the associated travel costs of £4,546 were spent within this financial year, leaving a variance deficit.</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>	26/11/2023	

## **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 2023.

### **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)].

Whilst I do note that the prior year accounts have a small classification error, 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.

Ailsa Hawkins (BSc, ACA)

40, Woodruff Way  
Thornhill  
Cardiff, CF14 9FP



26<sup>th</sup> November 2023

**Sound Progression Ltd**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023**  
**INCLUDING INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted funds £	Restricted funds £	Total for year	
				2022/23 £	2021/22 £
<b>Income from:</b>					
Charitable Activities					
Open Access			83,261	83,261	51,830
Organisational Development		10,000	17,385	27,385	13,011
Education Programme		1,856	48,780	50,636	74,035
Bank Interest		27	-	27	-
<b>Total Income</b>		11,882	149,426	161,309	138,875
<b>Expenditure on:</b>	2				
Charitable Activities					
Open Access			62,946	62,946	27,362
Organisational Development			15,856	15,856	9,275
Education Programme		2,063	74,508	76,571	92,590
<b>Total Resources Expended</b>		2,063	153,310	155,373	129,227
<b>Net movement in funds</b>		9,820	(3,884)	5,936	9,648
<b>Reconciliation of funds</b>					
Total funds brought forward		8,406	39,610	48,016	38,368
<b>Total funds carried forward</b>		18,226	35,726	53,952	48,016

## Sound Progression Ltd

### BALANCE SHEET AS AT 31 MARCH 2023

	Notes	31 March 2023		31 March 2022	
		£	£	£	£
<b>Current assets</b>					
Cash at bank		53,952		48,016	
		<u>53,952</u>		<u>48,016</u>	
<b>Creditors:</b> Amounts falling due within one year	5				
<b>Net current assets/(liabilities)</b>			53,952		48,016
<b>Net Assets</b>			<u>53,952</u>		<u>48,016</u>
<b>Funds</b>					
Unrestricted income funds	7		18,226		8,406
Restricted income funds	8		<u>35,726</u>		<u>39,610</u>
			<u>53,952</u>		<u>48,016</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

26 November 2023  
**Sound Progression Ltd**

## NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2023

### 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 2023

**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.

### 2 EXPENDITURE

	Direct £	Support £	2022/23 £	2021/22 £
<u>Charitable Activities</u>				
Open Access	33,944	11,520	45,464	27,362
Organisational Development	9,016	3,960	12,976	9,275
Education Programme	46,717	20,312	67,029	80,557
Total Resources Expended	89,676	35,792	125,468	117,194

### 3 SUPPORT COSTS

	Governance £	Management £	Office £	2022/23 £	2021/22 £
Open Access	-		180	180	-
Organisational Development	-		1,100	1,100	1,575
Education Programme	-		2,141	2,141	
Core Costs	-	970	1,093	2,063	10,458
Total Support	-	970	4,514	5,484	12,033

### 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: £100)



**Sound Progression Ltd**  
**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2023**

<b>5 CREDITORS</b>	<b>2022/23</b>	<b>2021/22</b>
	£	£
Trade creditors	-	-
Accruals and deferred income	-	-
Total creditors	-	-

<b>6 DEFERRED INCOME ANALYSIS</b>	<b>2022/23</b>	<b>2021/22</b>
	£	£
Included within Note 6 is the following deferred income:		
Opening deferred Income		
Released to the SOFA		-
Fresh income deferred in-year	-	-
Closing deferred income	-	-

<b>7 UNRESTRICTED FUNDS</b>	<b>1 Apr 2022</b>	<b>Income</b>	<b>Spend</b>	<b>31 Mar 2023</b>
	£	£	£	£
General	8,406	11,882	2,063	18,226

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

<b>8 RESTRICTED FUNDS</b>	<b>1 Apr 2022</b>	<b>Income</b>	<b>Spend</b>	<b>31 Mar 2023</b>
	£	£	£	£
Arts Council Wales & National Lottery Com Fund	39,610	108,560	121,051	27,119
Cardiff Council		6,000	6,000	(0)
Trusts & Foundations		34,866	26,259	8,608
Others	-	-		-
	39,610	149,426	153,310	35,726

The Arts Council Wales funding included two grants and a final instalment of a Open Access award, plus a travel award for an international exchange which was delayed and received within the following financial year. Cardiff Council support provided match funding to support our Open Access programme. The National Lottery Community Fund grant supported our Education programme. Trusts and foundations support included The People's Postcode Lottery, Anthem Cymru, C3SC, Ty Cerrd and an unrestricted grant from Garfield Weston. The funding from 'Others' represented contributions from partners.

<b>9 FUND/ASSET ANALYSIS</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2022/23 total funds</b>	<b>2021/22 total funds</b>
	£	£	£	£
Net current assets	18,226	35,726	53,952	48,016
	18,226	35,726	53,952	48,016

**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 became a registered Charitable Incorporated Organisation, CIO.

**Sound Progression Ltd**  
**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2023**

**11 2021/22 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2021/22 £</b>
<b>Income from:</b>			
Charitable Activities:			
Open Access		51,830	51,830
Organisational Development	10,000	3,011	13,011
Education Programme	4,597	69,438	74,035
Bank Interest		-	-
<b>Total Income</b>	<b>14,597</b>	<b>124,279</b>	<b>138,876</b>
<b>Expenditure on:</b>			
Charitable Activities:			
Open Access		27,362	27,362
Organisational Development	-	9,275	9,275
Education Programme	12,033	80,557	92,590
<b>Total Resources Expended</b>	<b>12,033</b>	<b>117,194</b>	<b>129,227</b>
<b>Net movement in funds</b>	<b>2,564</b>	<b>7,085</b>	<b>9,649</b>
<b>Reconciliation of funds</b>			
Total funds brought forward	5,842	32,525	38,367
<b>Total funds carried forward</b>	<b>8,406</b>	<b>39,610</b>	<b>48,016</b>