

# Music Ministry Foundation

(Charitable Incorporated Organisation)

TRUSTEES' ANNUAL REPORT AND ACCOUNTS

for the first period ended

31 August 2023

# Music Ministry Foundation

## TRUSTEES' ANNUAL REPORT

For the period from incorporation on 28 April 2022 to 31 August 2023

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The trustees of Music Ministry Foundation ('the charity') present their annual report for the first period from incorporation on 28 April 2022 to 31 August 2023.

### OBJECTIVES AND ACTIVITIES

The objective of the charity is, for the public benefit, the advancement of the Christian faith, particularly, but not exclusively, through the training of Christian church musicians and leaders and the provision of resources for use in Christian worship.

To further this objective the charity:

- runs conferences, in-church workshops and regular training days to train, resource and equip Christian church musicians and leaders; and
- provides online resources such as course materials, songs, sheet music and service planning materials for Christian church musicians and leaders.

The trustees have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning future activities. The charity's activities are open to everyone, and its resources are accessible to everyone at minimal or no cost from its publicly available website.

### ACHIEVEMENTS AND PERFORMANCE

Music Ministry Foundation was incorporated as a Charitable Incorporated Organisation ('CIO') and Registered Charity (England and Wales) on 28 April 2022. With effect from that date, the activities of a previous unincorporated association (also known as Music Ministry Foundation) ceased, and its funds were transferred to the newly incorporated charity.

Between 28 April 2022 and 31 August 2023, the charity ran day conferences in London, Bristol, Belfast and Edinburgh under the title "Enjoying God" and day conferences in Norwich and Liverpool under the title "Irreplaceable Joy". It also ran termly training sessions for musicians in London, a seminar programme for a theological training institution, workshops for local churches, and provided the music for gatherings organised by regional gospel partnerships.

The charity maintained an active website, allowing users to access service planning materials, talks and videos, to view and download free sheet music, and to register for and download the "Dwell Richly" music training course. The charity also maintained a blog, reviewing new songs and books about music, and delivering practical advice on serving as a musician in church.

The trustees would like to express their heartfelt thanks to the charity's regular and one-off individual donors and churches which supported its work financially. Without their generous, sacrificial donations, the charity's activities could not have taken place. The trustees would also like to record their thanks to the volunteers who contributed their time and expertise to the charity's work during the period.

### FINANCIAL REVIEW

Details of the charity's income and expenditure during the period is set out on page 4. Total income was £84,039 which included £25,702 funds transferred from the previous association on incorporation of the charity. Excluding this transfer, income was £58,337. Total expenditure was £54,408.

Excluding the funds transferred from the previous association, the charity therefore recorded a surplus for the period of £3,929. Including the funds of £25,702 transferred from the previous association, the charity ended the year with cash of £29,631.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by a constitution dated 25 April 2022 and is constituted as a Charitable Incorporated Organisation whose only voting members are its charity trustees.

## Music Ministry Foundation

### TRUSTEES' ANNUAL REPORT (continued)

For the period from incorporation on 28 April 2022 to 31 August 2023

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#### STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Trustees are appointed by resolution passed at a properly convened meeting of the charity's trustees. In selecting individuals for appointment as trustees, the trustees pay close regard to the skills, knowledge and experience needed for the effective administration of the charity. In addition, all trustees must subscribe and adhere to, in belief and lifestyle, the charity's statement of faith which is the Evangelical Alliance's Statement of Faith. Trustees are appointed for three-year terms and retire in rotation. Any person retiring as a trustee is eligible for reappointment.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Music Ministry Foundation is a Registered Charity (registration number 1198770) and is incorporated as a Charitable Incorporated Organisation ('CIO'). Its registered address is The Emmanuel Meeting House, Lewins Mead, Bristol, BS1 2NN.

The trustees who served the charity during the period and (except where indicated) to the date of approval of this trustees' annual report were:

N C Styles	(appointed 28 April 2022, resigned 25 May 2023)
C D Gunter	(appointed 28 April 2022)
S D Pedley	(appointed 28 April 2022)
A S McKenna	(appointed 2 October 2023)

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

Signed on behalf of the charity's trustees:



.....  
C D Gunter  
Trustee

Date: ..... **27 June** ..... 2024

## Music Ministry Foundation

### INDEPENDENT EXAMINER'S REPORT

For the period from incorporation on 28 April 2022 to 31 August 2023

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

I report to the trustees on my examination of the accounts of Music Ministry Foundation ('the Charity') for the period from incorporation on 28 April 2022 to 31 August 2023.

As the charity trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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Howard Evans  
6 Courtside Mews  
Redland  
Bristol  
BS6 6PS

Date: 19<sup>th</sup> June 2024

# Music Ministry Foundation

## STATEMENT OF INCOME AND EXPENDITURE

For the period from incorporation on 28 April 2022 to 31 August 2023

	Unrestricted funds £	Restricted funds £	Total 2023 £
<b>INCOME</b>			
Funds transferred from previous association	25,702	–	25,702
Conference income	2,835	–	2,835
Donations	54,103	–	54,103
Donated royalty income	1,305	–	1,305
Other income	94	–	94
<b>TOTAL INCOME</b>	<b>84,039</b>	<b>–</b>	<b>84,039</b>
<b>EXPENDITURE</b>			
<u>Conference related:</u>			
Conference technical production	(514)	–	(514)
Conference speakers' gifts and expenses	(743)	–	(743)
Conference materials	(217)	–	(217)
Conference marketing	(180)	–	(180)
Conference catering	(43)	–	(43)
Conference travel and subsistence	(2,468)	–	(2,468)
Conference other expenditure	(49)	–	(49)
	<b>(4,214)</b>	<b>–</b>	<b>(4,214)</b>
<u>Other expenditure:</u>			
Advertising and marketing	(60)	–	(60)
Books and resources	(148)	–	(148)
Contractors	(25,345)	–	(25,345)
Equipment and software	(3,540)	–	(3,540)
Licences and subscriptions	(247)	–	(247)
Sound engineering and mastering	(1,849)	–	(1,849)
Speakers' gifts and expenses	(383)	–	(383)
Travel and subsistence	(21)	–	(21)
Wages and salaries	(18,055)	–	(18,055)
Website and design costs	(546)	–	(546)
<b>TOTAL EXPENDITURE</b>	<b>(54,408)</b>	<b>–</b>	<b>(54,408)</b>
<b>SURPLUS FOR THE PERIOD</b>	<b>29,631</b>	<b>–</b>	<b>29,631</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	–	–	–
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>29,631</b>	<b>–</b>	<b>29,631</b>


The statement of income and expenditure set out above has been prepared on a receipts and payments basis.

Music Ministry Foundation  
STATEMENT OF NET ASSETS  
As at 31 August 2023

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	2023 £
CURRENT ASSETS	
Cash at bank	29,631
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NET ASSETS	29,631
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FUNDS	
Unrestricted funds	29,631
Restricted funds	—
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TOTAL FUNDS	29,631
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These accounts were approved by the trustees on ..... **7 June** ..... 2024 and are signed on their behalf by:

  
.....

C D Gunter  
Trustee