

# Music Ministry Foundation

(Charitable Incorporated Organisation)

TRUSTEES' ANNUAL REPORT AND ACCOUNTS

for the year ended

31 August 2024

# Music Ministry Foundation

## TRUSTEES' ANNUAL REPORT

For the year ended 31 August 2024

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The trustees of Music Ministry Foundation ('the charity') present their annual report for the year ended 31 August 2024.

### 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

During the year, the charity delivered:

- regional day conferences in Worcester, Newcastle, London and Sheffield under the title "Irreplaceable Joy";
- termly training sessions for musicians in London;
- a seminar programme for a theological training institution;
- music for gatherings organised by regional gospel partnerships;
- training and workshops for music teams at individual churches, including churches in Belfast, Edinburgh, Glasgow, Liverpool, London, Reading, Sheffield and Wakefield.

The charity maintained an excellent website (<https://www.music-ministry.org/>), 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 are very grateful indeed to the charity's regular and one-off individual donors, churches, trusts and other partners which supported its work financially. Without their generous and sacrificial donations, the charity could not have done its work. 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 year.

### FINANCIAL REVIEW

Details of the charity's income and expenditure during the year and comparative period is set out on page 4. The comparative period was the sixteen-month period from incorporation on 28 April 2022 to 31 August 2023. Accordingly, comparative figures in these accounts are not entirely comparable.

Total income for the year ended 31 August 2024 was £40,261. This compares with total income for the comparative period of £84,039 which included £25,702 funds transferred from the previous association on incorporation of the charity. Excluding that transfer, income for that period was £58,337. Total expenditure for the year ended 31 August 2024 was £48,675 (sixteen months to 31 August 2023: £54,408).

The charity therefore recorded a deficit for the year of £8,414. This compares with a surplus for the sixteen months to 31 August 2023 (disregarding the funds transferred from the previous association) of £3,929. The charity ended the year with cash of £21,217 (2023: £29,631).

Music Ministry Foundation  
TRUSTEES' ANNUAL REPORT (continued)  
For the year ended 31 August 2024

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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 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.

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

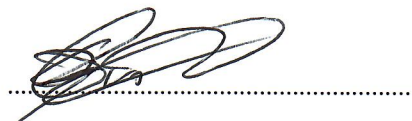
Music Ministry Foundation is a Registered Charity (registration number 1198770) and is incorporated as a Charitable Incorporated Organisation ('CIO'). Its registered address is The Emmanuel Meeting House, Lewins Mead, Bristol, BS1 2NN.

The trustees who served the charity during the year and to the date of approval of this trustees' annual report were:

C D Gunter  
S D Pedley  
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: 6 June 2025

Music Ministry Foundation  
INDEPENDENT EXAMINER'S REPORT  
For the year ended 31 August 2024

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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 year ended 31 August 2024.

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.



Howard Evans  
6 Courtside Mews  
Redland  
Bristol  
BS6 6PS

Date: 13<sup>th</sup> June 2025

Music Ministry Foundation  
STATEMENT OF INCOME AND EXPENDITURE  
For the year ended 31 August 2024

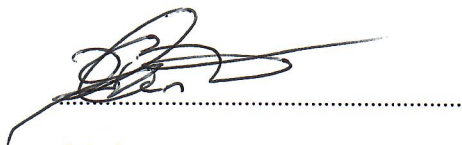
	Unrestricted funds	Restricted funds	Total for year ended 31 August 2024	Total for period from 28 April 2022 to 31 August 2023
	£	£	£	£
<b>INCOME</b>				
Funds transferred from previous association	–	–	–	25,702
Conference income	2,510	–	2,510	2,835
Donations	29,575	–	29,575	54,103
Donated royalty income	959	–	959	1,305
Gift aid	7,217	–	7,217	–
Other income	–	–	–	94
<b>TOTAL INCOME</b>	<b>40,261</b>	<b>–</b>	<b>40,261</b>	<b>84,039</b>
<b>EXPENDITURE</b>				
<u>Conference related:</u>				
Conference technical production	(300)	–	(300)	(514)
Conference speakers' gifts and expenses	(320)	–	(320)	(743)
Conference materials	–	–	–	(217)
Conference marketing	(84)	–	(84)	(180)
Conference catering	(382)	–	(382)	(43)
Conference travel and subsistence	(225)	–	(225)	(2,468)
Conference other expenditure	(500)	–	(500)	(49)
	(1,811)	–	(1,811)	(4,214)
<u>Other expenditure:</u>				
Advertising and marketing	(30)	–	(30)	(60)
Bank charges	(5)	–	(5)	–
Books and resources	–	–	–	(148)
Contractors	(30,000)	–	(30,000)	(25,345)
Equipment and software	–	–	–	(3,540)
Insurance	(165)	–	(165)	–
Legal and professional	(390)	–	(390)	–
Licences and subscriptions	(582)	–	(582)	(247)
Sound engineering and mastering	–	–	–	(1,849)
Speakers' gifts and expenses	–	–	–	(383)
Travel and subsistence	(1,114)	–	(1,114)	(21)
Wages and salaries	(14,181)	–	(14,181)	(18,055)
Website and design costs	(397)	–	(397)	(546)
<b>TOTAL EXPENDITURE</b>	<b>(48,675)</b>	<b>–</b>	<b>(48,675)</b>	<b>(54,408)</b>
<b>(DEFICIT)/SURPLUS FOR THE YEAR/PERIOD</b>	<b>(8,414)</b>	<b>–</b>	<b>(8,414)</b>	<b>29,631</b>
<b>RECONCILIATION OF FUNDS</b>				
Total funds brought forward	29,631	–	29,631	–
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>21,217</b>	<b>–</b>	<b>21,217</b>	<b>29,631</b>

The statement of income and expenditure set out above is prepared on a receipts and payments basis. All income and expenditure in the current and previous period related to unrestricted funds.

Music Ministry Foundation  
STATEMENT OF NET ASSETS  
As at 31 August 2024

	2024 £	2023 £
CURRENT ASSETS		
Cash at bank	21,217	29,631
NET ASSETS	21,217	29,631
FUNDS		
Unrestricted funds	21,217	29,631
Restricted funds	-	-
TOTAL FUNDS	21,217	29,631

These accounts were approved by the trustees on 6 June 2025 and are signed on their behalf by:



C D Gunter  
Trustee