



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1st April 2023 Period start date To 31st March 2024 Period end date**

**Charity name: Creative Pulse**

**Charity registration number: 1202476**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<i>For the public benefit to advance the education of children and people who are in socially and financially disadvantaged circumstances, by providing them with instrumental music lessons and other musical, artistic and creative opportunities free of charge.</i>
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	Creative Pulse provide free instrumental music lessons, band and poetry club for children from Woolwich and surrounding areas. This provision is called Woolwich Creative Club. The club takes place weekly, but with additional trips and activities at weekends and during school holidays. Creative Pulse could potentially provide additional but similar free music and arts provision in the future.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are in agreement that Creative Pulse is run for public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Creative Pulse does not make grants.

Policy on social investment including program related investment	Para 1.38	Creative Pulse does not make social investments.
Contribution made by volunteers	Para 1.38	Creative Pulse has one volunteer who helps to teach keyboard to the children at the Woolwich Creative Club during each weekly 2 hour session.
Other		

## 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>During this year, we had an average of 18 children attending Woolwich Creative Club each week, with a total of 30 children attending at least 3 times.</p> <p>Our regularly attendees have performed three times to audiences of friends and families. They are able to learn: piano/keyboard, drum kit, trumpet, flute, guitar and bass guitar.</p> <p>We have a website for information: <a href="https://creativepulse.org.uk/">https://creativepulse.org.uk/</a></p> <p>And an instagram post illustrating some of our achievements</p> <p>@_woolwich_creative_club_</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Creative Pulse ended the financial year April 2023 - March 2024 with a cash balance of £10,470.28. This equates to approximately an ability to run for a further three months (quarter of a year) delivering Woolwich Creative Club on a weekly basis.</p> <p>This balance is unrestricted funds. However, Creative Pulse does not consider them reserves as we will utilise them in the first quarter of the new financial year.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>As a new charity, running for eight months Creative Pulse focused on ensuring that we were able to continue our core delivery of Woolwich Creative Club. As a board of trustees we were actively looking 3 - 12 months ahead to ensure we could continue delivering our charitable objectives and maintain consistent support for our young beneficiaries.</p> <p>Now, after a positive first year of delivery, the board will agree a reserve level and finalise a policy for holding reserves.</p>
Amount of reserves held	Para 1.22	At the end of March 2024 Creative Pulse held £10,470 in unrestricted and unallocated funds.
Reasons for holding zero reserves	Para 1.22	<p>To date, we have not had reserves as we do not have any overheads to pay which would be at risk if we run out of funds. For example, all of the staff are freelance and rent a venue on a week by week basis.</p> <p>However, going forward it has been agreed by trustees that we will hold reserves of £2000. This will allow us to give the children two weeks notice if we need to pause our provision in the event of insufficient funds to pay our freelance tutors.</p>
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We are determined to continue the charity as a going concern, applying for any relevant funding when we become aware of it.

### 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	Our principal sources of funding for the year 2023 - 2024 were: two unrestricted grants: one of £10,000 from the John & Penelope Lebus Trust, and a Youth Music award of £3,784. Creative Pulse also received restricted fund grants of £6,000 ( £5,400 of it received in 2023-24) from Black History Month 365 - a Royal Borough of Greenwich fund, and a Royal Borough of Greenwich Community & Voluntary Sector grant of £4,500
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<p>The principal risks for Creative Pulse in relation to expenditure are potential rises in costs for venue hire, tutor fees, and refreshments, as well as cost of instruments and instrument repairs.</p> <p>On the income side major risks are continued access to varied grant streams. Currently we have reliance on John and Penelope Lebus Trust who have agreed to fund us £15,000 per year over the period 2024 - 2027. We need to raise a further £20,000 per year in order to produce a full programme of educational events for the children.</p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution for a CIO whose only voting members are its charity trustees</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation</b>
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	<p>(1) Apart from the first charity trustees, every trustee must be appointed [for a term of three years] by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>(2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p>

## Reference and Administrative details

Charity name	Creative Pulse
Other name the charity uses	None
Registered charity number	1202476
Charity's principal address	C/o Tramshed 51-53 Woolwich New Road Woolwich SE18 6ES

### 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	Samantha Steele	Chair		
	2	Precious Jeffers	Treasurer		
	3	Maria Taylor	Designated Safeguarding Lead		
	4	Sophie Nicol			
	5	Roger Wilson			
	6	Adrian Reid			
	7	Jai Patel			
	8	Richard Gray			
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Corporate trustees – names of the directors at the date the report was approved

<b>Director name</b>		
<b>NONE</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>NONE</b>		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NONE
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

## Additional information (optional)

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

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

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

	Signature(s)		
	Full name(s)		
	Position (eg Secretary, Chair, etc)		
	Date		

	RBG VCS		BH365		External Delivery		Unrestricted		Total funds	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Grants	£4,500		£5,400		£750		0		£10,650	
Unrestricted income	£0		£0		£0		£13,784		£13,784	
<b>Total income</b>	<b>£4,500</b>		<b>£5,400</b>		<b>£750</b>		<b>£13,784</b>		<b>£24,434</b>	
Exp on salaries	£4,283		£5,250		£600		£2,750		£12,883	
Exp on overheads	£0		£11.75				£0		£12	
Exp on projects	£353		£387				£329		£1,069	
<b>Total expenditure</b>	<b>£4,636.26</b>		<b>£5,648.37</b>		<b>£600</b>		<b>£3,079</b>		<b>£13,963.92</b>	
<b>Net income / (expenditure)</b>	<b>-£136.26</b>		<b>-£248.37</b>		<b>£150</b>		<b>£10,705</b>		<b>£10,470.28</b>	
Transfer									£0	
Total funds brought forward from last year	£0		£0		£0		£0		£0	
<b>Total funds carried forward to next year</b>	<b>-£136.26</b>		<b>-£248.37</b>		<b>£150</b>		<b>£10,705</b>		<b>£10,470.28</b>	