

Fanfare Milton Keynes Trustees Report

1st September 2024 to 31st August 2025

Structure, Governance and Management:

Fanfare Milton Keynes (hereafter referred to as Fanfare) was established as a Charitable Incorporated Organisation by adoption of a constitution in February 2024. There was a minor amendment made in 2025 to reflect the change in name of the Milton Keynes Music Service.

The Board of Trustees currently consists of 4 parent/former parent trustees and in December 2024 Fanfare appointed 2 additional trustees representing the Milton Keynes Music Service and The Milton Keynes Music Co-operative. The trustees as of 19th December 2024 are

Imogen Allen

Thomas Barlex

Christopher Jolly

Sonya Jolly

Giles Liddiard (MK Music Service) and

Margaret Smith (MK Music Co-op).

Principal Activities:

The object of the charity is to advance the musical education of children residing in Milton Keynes in particular but not exclusively by administering a bursary fund to support families with financial hardship to access music tuition at Milton Keynes Music Service, part of the BLMK Music Hub.

Administrative Work:

Fanfare set up an agreement with the MK Music Service regarding how we work together on bursaries and other Fanfare funded activities.

We created policies and procedures around Safeguarding, Health and Safety, Financial Management, Conflict of Interest, Data Protection and Retention, EDI and Social Media.

Coffee Shop Related Work:

Fanfare's primary source of income, has historically come from the running of a coffee shop during Milton Keynes Music Centre activities. A considerable amount of work has gone into formalising the Safeguarding and Health and Safety procedures of the shop, and to provide a point of contact for parents/carers, musicians and teachers wishing to discuss Fanfare activity.

Fundraising Activity

As well as the running of the coffee shop, Fanfare was supported by a donation of all the profits from a Concert organised by Music Centre students. We have also completed registration with HMRC so that we can collect Gift Aid on future donations and made donation information available to the Music Centre community, including setting up an account with easyfundraising.

Planning for Funded Charitable Activity

Bursaries:

As well as agreeing the Bursary offer and setting up forms and billing procedures with the Milton Keynes Music Service, we advertised to both the Music Centre community and Music Teachers. Presentations were made in both a Saturday morning engagement session and at concerts. We will also be attending the Milton Keynes Music Cooperative AGM in September 2025.

Workshops:

The other activity we decided to prioritise is a project to offer workshops in primary schools, giving experience of making music as a group, with a view to providing follow up activities at the Music Centre. During the first half of 2025, we identified an provider of percussion, particularly body percussion, workshops; had conversations with them to understand better their offer, costs and logistics; identified the schools in a particular area of Milton Keynes that are not currently receiving Music Service provided activities and wrote to the heads of these schools. We maintain an open discussion on ideas where funding may may a significant difference in promotion of our object.

Financial Review:

In this financial year we made £2,580 profit from the Coffee Shop and received £60 donation from the concert run by students. All spending has been related to the Coffee Shop, including stock, safeguarding and health and safety related spending.

Future Plans:

We will:

- review the take up of bursaries for 2025/26,
- follow up on workshops,
- develop the website,
- produce advertising materials and increase our social media presence,
- make contact with head teachers/chief executives of Milton Keynes schools and generally work at spreading the word about Fanfare with a view to increasing uptake of activity and raising funds.
- develop policies and procedures for complaints, serious incidents, internal risk management, bullying and harassment and engaging external contractors.
- review Safeguarding, Financial and Bursary policies.

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.



Receipts and payments account

For the period from

9/1/2024

To

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds
	to the nearest £	to the nearest £	to the nearest £
A1 Receipts			
Transfer from Community Account	1	-	-
Shop	5,553	-	-
Donations and legacies	60	-	-
Concert	165	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	5,779	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	5,779	-	-
A3 Payments			
Supplies	2,892	-	-
Other	203	-	-
Concert	45	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	3,139	-	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	3,139	-	-
Net of receipts/(payments)	2,640	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	5,208	-	-
Cash funds this year end	7,848	-	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Cash in Till	321
	Bank Statement	7,528
		-
	Total cash funds	7,848
(agree balances with receipts and payments account(s))		OK

Categories	Details	Unrestricted funds to nearest £
B2 Other monetary assets		-
		-
		-
		-
		-
		-

Categories	Details	Fund to which asset belongs
B3 Investment assets		

Categories	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use		

Categories	Details	Fund to which liability relates
B5 Liabilities		

Signed by one or two trustees on behalf of all the trustees

Signature

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8/31/2025	

Total funds	Last year
to the nearest £	to the nearest £
1	-
5,553	-
60	-
165	-
-	-
-	-
-	-
-	-
5,779	-
-	-
-	-
-	-
5,779	-
-	-
-	-
-	-
2,892	-
203	-
45	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
3,139	-
-	-
-	-
-	-
3,139	-
2,640	-
-	-
5,208	-
7,848	-



Restricted funds

Endowment funds

to nearest £	to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds

Endowment funds

to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	
-	
-	
-	

ame	Date of approval