

Annual Report and Financial Statements
for the Year Ended 31 May 2023

Music in Ministry Trust

Charity registration number: 299513

Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
Bosham
Chichester
West Sussex
PO18 8NF

MUSIC IN MINISTRY TRUST

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MUSIC IN MINISTRY TRUST

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees	Francis Wirgman Michael Whyatt Allen Cherry Elizabeth Whyatt
Charity Registration Number	299513
Principal Office	37 The Spinney Epsom Downs Surrey KT18 5QX
Independent Examiner	G W Schulz ACMA Independent Examiners Ltd 2 Broadbridge Business Centre Delling Lane Bosham Chichester West Sussex PO18 8NF
Bankers	CAF Bank 25 King's Hill Avenue King's Hill West Malling Kent ME19 4JQ

MUSIC IN MINISTRY TRUST

TRUSTEES' REPORT

The trustees present the annual report together with the financial statements of the charity for the year ended 31 May 2023.

Structure, governance and management

Nature of governing document

Music in Ministry Trust is a registered charity, number 299513, and is constituted under a Trust deed.

Recruitment and appointment of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the Trust deed.

Risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Objectives and activities

Objects and aims

The main object of the charity is the advancement of the Christian faith through the support of the music ministry of Bryn Haworth.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Review of activities

The Trust continues with its object of the advancement of the Christian faith.

It continues to develop its work inside prisons in the UK, providing music resources and donating Bibles, books, and CD's to support the work of prison chaplaincy departments.

The Trust produces CDs and videos in support of this work.

Financial review

Income for the year amounted to £27,274 (2022 - £28,618) and expenditure £27,808 (2022 - £42,172). The deficit of £534 decreased reserves brought forward with unrestricted fund balances being £19,058 (2022 - £19,592) at the year end.

MUSIC IN MINISTRY TRUST

TRUSTEES' REPORT (CONTINUED)

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Statement of Responsibilities

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

The law applicable to charities requires the trustees to prepare financial statements for each financial 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the 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; and
- 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 enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 16 September 2023 and signed on its behalf by:

FM Wirgman

.....
Francis Wirgman
Trustee

MUSIC IN MINISTRY TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MUSIC IN MINISTRY TRUST

I report to the trustees on my examination of the accounts of Music in Ministry Trust for the year ended 31 May 2023.

Responsibilities and basis of report

As the charity trustees of Music in Ministry Trust 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 Music in Ministry Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Music in Ministry Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
G W Schulz ACMA
Independent Examiners Ltd
2 Broadbridge Business Centre
Delling Lane
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PO18 8NF

16 September 2023

MUSIC IN MINISTRY TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MAY 2023

	Note	Unrestricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	27,253	27,253	28,618
Investment income		<u>21</u>	<u>21</u>	<u>-</u>
Total income		27,274	27,274	28,618
Expenditure on:				
Charitable activities	3	<u>27,808</u>	<u>27,808</u>	<u>42,172</u>
Net expenditure		<u>(534)</u>	<u>(534)</u>	<u>(13,554)</u>
Net movement in funds		(534)	(534)	(13,554)
Reconciliation of funds				
Total funds brought forward		<u>19,592</u>	<u>19,592</u>	<u>33,146</u>
Total funds carried forward	9	<u><u>19,058</u></u>	<u><u>19,058</u></u>	<u><u>19,592</u></u>

The notes on pages 7 to 12 form an integral part of these financial statements.

MUSIC IN MINISTRY TRUST

BALANCE SHEET AS AT 31 MAY 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	6	<u>2,626</u>	<u>3,664</u>
		<u>2,626</u>	<u>3,664</u>
Current assets			
Debtors	7	2,167	2,013
Cash at bank and in hand		<u>14,838</u>	<u>14,440</u>
		17,005	16,453
Creditors: Amounts falling due within one year	8	<u>(573)</u>	<u>(525)</u>
Net current assets		<u>16,432</u>	<u>15,928</u>
Net assets		<u>19,058</u>	<u>19,592</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>19,058</u>	<u>19,592</u>
Total funds	9	<u>19,058</u>	<u>19,592</u>

The financial statements on pages 5 to 12 were approved by the trustees, and authorised for issue on 16 September 2023 and signed on their behalf by:

FM Wirgman

.....
Francis Wirgman
Trustee

MUSIC IN MINISTRY TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Music in Ministry Trust meets the definition of a public benefit entity under FRS 102. 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Gift aid

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Interest receivable

Interest on 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 institution with whom the funds are deposited.

MUSIC IN MINISTRY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2023 (CONTINUED)

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures and fittings	25% reducing balance
Computer equipment	25% straight line
Musical equipment	25% reducing balance
Office equipment	25% reducing balance

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

MUSIC IN MINISTRY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2023 (CONTINUED)

Liabilities

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Fund structure

Unrestricted income funds are general funds that are available for use at the discretion of the trustees.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations	25,086	25,086	26,605
Gift aid reclaimed	2,167	2,167	2,013
	<u>27,253</u>	<u>27,253</u>	<u>28,618</u>

3 Expenditure on charitable activities

	Note	Unrestricted funds Designated £	General £	Total 2023 £	Total 2022 £
Ministry expenses		-	14,639	14,639	13,676
Recording costs		564	1,286	1,850	11,108
Tour expenses		-	148	148	698
Computer, postage, printing and stationery		-	1,395	1,395	1,140
Bank charges		-	68	68	97
Sundry expenses		-	87	87	41
Independent examination		-	510	510	468
Depreciation		-	1,038	1,038	1,321
Grant funding of activities	4	-	8,073	8,073	13,623
		<u>564</u>	<u>27,244</u>	<u>27,808</u>	<u>42,172</u>

MUSIC IN MINISTRY TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2023 (CONTINUED)

4 Grant-making

Analysis of grants

	Grants to institutions	
	2023	2022
	£	£
Grants	<u>8,073</u>	<u>13,623</u>

5 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

6 Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Music equipment £	Office equipment £	Total £
Cost					
At 1 June 2022	<u>1,264</u>	<u>3,330</u>	<u>17,912</u>	<u>251</u>	<u>22,757</u>
At 31 May 2023	<u>1,264</u>	<u>3,330</u>	<u>17,912</u>	<u>251</u>	<u>22,757</u>
Depreciation					
At 1 June 2022	1,261	3,065	14,516	251	19,093
Charge for the year	<u>1</u>	<u>188</u>	<u>849</u>	<u>-</u>	<u>1,038</u>
At 31 May 2023	<u>1,262</u>	<u>3,253</u>	<u>15,365</u>	<u>251</u>	<u>20,131</u>
Net book value					
At 31 May 2023	<u>2</u>	<u>77</u>	<u>2,547</u>	<u>-</u>	<u>2,626</u>
At 31 May 2022	<u>3</u>	<u>265</u>	<u>3,396</u>	<u>-</u>	<u>3,664</u>

7 Debtors

	2023	2022
	£	£
Accrued income	<u>2,167</u>	<u>2,013</u>

MUSIC IN MINISTRY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2023 (CONTINUED)

8 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals	<u>573</u>	<u>525</u>

9 Funds

	Balance at 1 June 2022 £	Incoming resources £	Resources expended £	Balance at 31 May 2023 £
Unrestricted funds				
General				
General Funds	19,028	27,274	(27,244)	19,058
Designated				
Recording fund	<u>564</u>	<u>-</u>	<u>(564)</u>	<u>-</u>
Total funds	<u>19,592</u>	<u>27,274</u>	<u>(27,808)</u>	<u>19,058</u>
	Balance at 1 June 2021 £	Incoming resources £	Resources expended £	Balance at 31 May 2022 £
Unrestricted funds				
General				
General Funds	21,474	28,618	(31,064)	19,028
Designated				
Recording fund	<u>11,672</u>	<u>-</u>	<u>(11,108)</u>	<u>564</u>
Total funds	<u>33,146</u>	<u>28,618</u>	<u>(42,172)</u>	<u>19,592</u>

MUSIC IN MINISTRY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2023 (CONTINUED)

10 Analysis of net assets between funds

	Unrestricted funds		Total funds at 31 May 2023
	General	Designated	
	£	£	£
Tangible fixed assets	2,626	-	2,626
Current assets	17,005	-	17,005
Current liabilities	(573)	-	(573)
Total net assets	<u>19,058</u>	<u>-</u>	<u>19,058</u>

	Unrestricted funds		Total funds at 31 May 2022
	General	Designated	
	£	£	£
Tangible fixed assets	3,664	-	3,664
Current assets	15,889	564	16,453
Current liabilities	(525)	-	(525)
Total net assets	<u>19,028</u>	<u>564</u>	<u>19,592</u>