

REGISTERED COMPANY NUMBER: 00408404 (England and Wales)
REGISTERED CHARITY NUMBER: 313663

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2020
FOR
BENSLOW MUSIC TRUST
(A COMPANY LIMITED BY GUARANTEE)

BENSLOW MUSIC TRUST

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FOR THE YEAR ENDED 31 DECEMBER 2020

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BENSLOW MUSIC TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 DECEMBER 2020**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Under the name Benslow Music the Trust's primary objective is 'to promote music education for the public benefit through the study and practice of music, especially in its social and co-operative forms, amongst students of all ages'. The Trust is committed to the concept of life-long learning and the promotion of music for all as part of the general culture.

Purpose and principal activity

The Trust's main purpose and principal activity, under the name Benslow Music, is the promotion of music education for the public benefit through the study and practice of music, especially through its extensive course programme and related musical activities. The Trust remains fully committed to the concept of life-long learning and the promotion of music as part of the general culture. Supplementing the course programme, the Trust's premises are used to promote a wide programme of concerts throughout the year given by able amateurs, up-and-coming artists as well as eminent national and international musicians. In addition it is a valued venue for music examinations, as a rehearsal base for local choirs, bands and orchestras both youth and adult, and to facilitate toddlers' and young children's music classes.

BENSLOW MUSIC TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

OBJECTIVES AND ACTIVITIES

Public benefit

The trustees pay due regard to the Charity Commission's public benefit guidance and comply with their duty outlined in section 4 of the 2006 Act.

The Trust is believed to enjoy a unique status both within the UK and world-wide as an establishment dedicated both to the provision of practical educational residential courses for amateur musicians and offering such courses on a year-round basis.

Membership of the Trust is open to anyone on payment of an annual or life subscription, with Family membership available to include all residing at the same address. A Student membership scheme for people up to the age of 25 in full-time education aims to encourage students and young people. New participants are encouraged to take up membership when attending courses.

The Trust's course programme evolves constantly and attracts participants aged from their later teens through to their nineties; engagement and collaboration with local, county, and national music organisations as well as the enthusiasm of existing visitors leads to ever increasing participation from those new to Benslow Music. Courses cover a wide spread of musical genres, most instruments, voice, composition, improvisation and allied activities including physical and mental well-being. Courses are delivered by expert performer-tutors including many world-renowned names. Participants are encouraged whatever their level of achievement. Where a course is particularly demanding this is made clear; tutors are adept at giving equal attention and respect to everyone. To help the Trust maintain this inclusive ethos, course participants are encouraged to leave feedback.

The course programme is now published quarterly on the Trust's website (www.benslowmusic.org), supported by regular reminders including via social media and is led capably by the Head of Music, who is cognisant of input from participants, tutors, colleagues and visitors alike.

The Trust has a much valued asset in its extensive and ever-expanding Music Library, available to all course attendees and tutors during courses, to Members throughout the year and to the wider public by appointment. The Trust is most grateful to all those who have donated material during the year and to those organising the collection: the Library is staffed by Volunteers on most afternoons and the catalogue is readily available via the Trust's website.

The trustees believe that the ethos at Benslow Music is particularly nurturing, friendly, homely and inspiring. Comfortable, clean accommodation with plentiful good food, pleasingly landscaped gardens, a focussed yet supportive style of teaching, familiar faces amongst course participants and welcoming staff all combine to create a family atmosphere with participants and tutors communicating as equals and with no sense of competition.

Charges for courses and accommodation compare favourably with those of similar-sized establishments merely devoted to accommodation. The Trust offers partial Bursaries, full Scholarships and/or discounts both for young people and those experiencing genuine financial hardship, also to those considered deserving for other reasons.

The Trust is the sole corporate trustee of the important and much admired Benslow Musical Instrument Loan Scheme (Benslow ILS/BMILS) providing quality instruments to talented students to age 25. Considerable synergy is obtained from conduct of the two trusts from the same premises.

The Trust established Benslow Music Enterprises (BME) in October 2017 as the trading name of Benslow Music Enterprises Ltd which is wholly owned by and undertakes trading activities in support of the Trust.

BENSLOW MUSIC TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

OBJECTIVES AND ACTIVITIES

Staff and Volunteers

The Trustees greatly appreciate and value the importance of a small, highly efficient and positive staff unit, aided greatly by the work of local volunteers, to the necessary working of the Trust's activities. They wish to record their deep gratitude to them all for their outstanding work throughout an exceptionally demanding year.

Particular thanks are offered to those volunteers who continue to enable the work of the library, support course, concert and quiz administration, in marketing and by welcoming guests as they arrive. The continuing improvements in service which are noted frequently by course attendees are in no small part due to the care and dedication of all working at the site.

Early in 2020 Linda Steeples (Lettings Administrator) retired from the staff. Later, as a direct consequence of the Covid-19 pandemic, the Trust bade farewell to Liz Lipman (House Manager), Vicky Carlton (Marketing Officer) and Kirsty Barnes (Reception). All had given valued service over many years contributing in no small way to the Trust's work for which we are most grateful. Joanne Flavell joined the staff in March as Event and Sales Co-Ordinator.

We are immensely grateful for the support and active involvement of the Trust's President and Vice-Presidents as ambassadors for the Trust (see below), also for the work of the trustees themselves. Sadly, Richard Dickins and Roy Simpson, both for personal reasons, Tony Aston, for medical reasons, and Catherine Steel, who emigrated, have resigned from Council. All contributed significantly to the work of the Trust in so many ways. It is important particularly to mark the incisive contribution of Catherine, whose efforts as Hon. Treasurer have been of great support in recent years, and of Tony, who had served as trustee since 1996, including time as Hon. Treasurer and latterly as Chairman of the Loan Scheme Governors - his skill, guidance, support, generosity of time and in other ways have been and continue to be immensely valued.

The Trust is delighted that Members Andrew Blankfield, Dr Katy Hamilton, Bhagwant Singh, as Hon. Treasurer, and Susan Sturrock have agreed to be co-opted to Council as trustees (and offer themselves for election) in which capacity they have already made able and constructive contribution.

BENSLOW MUSIC TRUST

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 DECEMBER 2020**

OBJECTIVES AND ACTIVITIES

REVIEW OF ACTIVITY

Income and Expenditure

The result for the year 2020 was an overall surplus of £397k. Within this figure there was an operating deficit of £211k as a result of the pandemic, with income from regular music activities down £588k, or 47% against budget for the year. Significant offsetting cost savings of £377k were made either by curtailing expenditure to only essential items and contractual commitments, and the extensive placement of staff on furlough under the Coronavirus Job Retention Scheme. Contractual commitments included paying musicians' cancellation costs, course refunds, and long term equipment leases and other annual costs e.g. insurance. Throughout the pandemic Benslow Music retained its planning capacity and sustained essential crisis management, as well as creating access to music online through innovative courses and live stream concerts. Donations and legacies for the year totalled £652k, including £291k from the Keep Music at Benslow Alive fundraising drive. The donations also included £111k of specific gifts towards development costs, now and in the future. The Keep Music at Benslow Alive fundraising campaign not only enabled the operating deficit to be met, but will also continue to meet essential costs in 2021 until such time as a full on site music programme can be restored.

The Trading Company, Benslow Music Enterprises Limited (BME), saw a sharp downturn in income as a result of lockdowns during the pandemic, controls on travel, and general reductions in business activity. The costs of running BME were also reduced to the minimum essential, resulting in a net surplus of £5k for the year (£16.7k in 2019), which was donated to BMT for 2020.

The pandemic was a specific event which had a significant effect on the Trust's finances, and without the generous donations through the Keep Music Alive at Benslow fundraising drive, and others including those who donated their course fees or took out Life Memberships, the Trust would have experienced serious and challenging financial difficulties. The monthly budget process, including cash flow reports, continued to be used to inform managers and Trustees of the latest financial position, and additional processes including a covid Crisis Steering Group were created to support Council's decision making. The budget process was also amended to manage shorter term and longer term planning horizons, cash flow and risks arising from the crisis. The Trust's Council maintains a strong financial policy and robust financial controls to comply with latest guidance from the Charity Commission and current best practice in financial management.

Fixed Assets and Investments

At the beginning of the year the Trust held investments of £411,406 principally managed by Investec Wealth and Investment Limited. The investments are divided into two funds, one aimed at maximisation of growth, the other at income. During the year investment income of £8k was achieved, which was lower than in previous years, as some companies either suspended or reduced the payment of dividends during the year due to the pandemic. As reported in previous years, investment income continues to be reinvested. As reported in the Financial Statements, the Trust's investment values increased during the year. In the Summer of 2020 this had seemed highly unlikely, and a fall in investment values was expected. However, in the last quarter a recovery was achieved. At the end of the year the book value of investments held was £442,097.

The Trust's policy in respect of ethical, social and environmental issues is to reserve the right to exclude from its investments companies that carry out activities contrary to its aims or from holding particular investments which damage the Trust's reputation. The Trustees keep this policy under annual review.

Market Value of Land and Buildings

The charitable provisions under which ownership of the freehold of the property at Little Benslow Hills was transferred to the Trust in 1952 restrict the use to which the property may be put. Therefore the Trustees feel unable to provide a meaningful market value for the campus. Depreciation of accumulated capital expenditure on the property of £74,880 was made during the year.

Membership

The Trustees are most grateful both for the ongoing support received from Members and their regular participation on courses. During 2020 records of, and consistency of, subscription levels have been tightened. Membership levels have adjusted to reflect those who we have welcomed warmly as Life Members during 2020: 952 total (939 in 2019): 258 Life (217), 602 individual (644), 92 Family (88) and 0 Youth (1). We welcome particularly those who have converted to Life from Annual Membership.

BENSLOW MUSIC TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

STRATEGIC REPORT

Achievement and performance

Having started the year with the first Quarter course programme exceeding projected targets there was an air of great buoyancy amongst all stakeholders. Like that of most organisations world-wide Benslow Music Trust's core activity then suffered a huge blow as a consequence of the pandemic.

When UK went into lockdown in March 2020 Council entrusted a Crisis Steering Group of trustees and senior management to take such rapid action and decisions as might prove necessary, referring back to the full trustee body whenever feasible for ratification. Models for continuation ranging from full hibernation to normal operation were considered and, following forensic review of expenditure, costs (of utilities, rates, rentals etc.) were pared to the bone. The decision was taken to honour promised tutor fees, not least to support musicians whose income had ceased, and to offer to refund course payments in full. Such staff as necessary for minimal continuance of operation and to service cancellations and transfers, to effect necessary payments and importantly to plan for re-opening were retained, working from home where possible while maintaining a presence on site for security reasons, with others placed on furlough thanks to the Government's Coronavirus Job Retention Scheme, at first on 100% of salary, later 80% to preserve funds.

Fortunately the prudent restoration of reserves over the last several years enabled Benslow Music's cautious continuance. As lockdown progressed the reluctant decision was made to make some staff roles redundant.

At the same time a fundraising campaign was launched, Keep Music at Benslow Alive, both to support the Trust and to enable re-emergence.

The initial target of £200,000 was reached within two months. The campaign remained (and remains) open and, thanks to some major gifts, that total reached almost £300,000 by the end of the year. The Trust is profoundly grateful to the many members and well-wishers who contributed what they felt they could, sometimes anonymously, either directly, through donation of fees or deposits, joining as members and life members, returning vouchers or indirectly through Gift Aid.

Applications to grant-giving trusts and to Round One of Arts Council England's Cultural Recovery Fund proved unsuccessful (and this has highlighted the need for professional help in this area when circumstances allow).

In the meantime much credit is due to Dr Christopher Roberts our Head of Music who initiated swiftly the placing of such courses as proved possible online, to the tutors involved for their excited and open-minded support and to participants for taking the plunge in this way. This innovation has helped to keep Benslow Music in the forefront as one of the first organisations to replace live courses in this way, keeping music at, or through, Benslow Music alive. These courses have become well-established during the year, attracting enthusiastic participants not only from all over UK but from six continents globally, those already familiar with our activity and many new to us. An online course presence is now surely here to stay and we anticipate a blended model moving forward, both live and livestreamed.

Benslow Music has always been about quality musical performances and as soon as this was allowed we were delighted to promote concerts, at first outdoors, always with strict protocols and controls in place, throughout the summer both on the luxuriant lawn facing the south front of the main house and also, thanks to the initiative of Catriona Bevan, in Hitchin Market Place. We are incredibly grateful to all the artists, volunteers and others involved for their superb musicianship and generosity in donating their time and expertise for our appeal to the great pleasure and well-being of all who were able to attend and to the broader benefit of Benslow Music and the general public.

Rain stopped play only once. Fortunately we were able to reschedule that event when it proved possible to move concerts indoors - BMT Vice President Steven Isserlis performed to great acclaim with pianist Connie Shih. Another Vice President, Melvyn Tan also contributed marvellously to our appeal in this way as have so many others. These and now all our concerts are livestreamed following the purchase of suitable specialist equipment, as advised and guided technically by Paul Arnold and funded by specific donations.

As soon as it proved possible following the first lockdown Benslow Music re-opened for residential courses on site, building swiftly to permitted, if limited, capacity and following strict hygiene protocols, believing this important not simply for business reasons but even more significantly for the musical and spiritual well-being of clients who had been isolated for so long. The Trust is indebted to all those who felt able to return then: equally, those making music together here again were both glad to be back and expressed their own gratitude and positive reaction to the staff and tutors whose efforts made this possible, particularly to the music and hospitality teams.

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Reactions from participants and guests to these courses have continued to be very positive. Net promoter scores (NPS) for both online and residential courses have been gratifyingly high throughout the year, consistently reaching levels deemed exceptional.

Senior staff have met on an almost daily basis via Skype, with committee, trustee and weekly staff meetings held via Zoom or Teams, including the last AGM. These have helped bind the Benslow Music community together and further unified the sister charities BMT and BMILS.

Physically the site has changed following the construction of a fine new building for the Instrument Loan Scheme, to be known as The Aston Building to mark the significant contribution of Tony Aston over the last decades. Its presence has opened up the north-eastern (uphill) quadrant with new pathways connecting the Waldeck/Lavender Tower area with Fieldfares, making access to the latter easier and safer for all also increasing car parking capacity.

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STRATEGIC REPORT

Future plans

Plans for the future

As soon as proves possible it is intended to restore the course programme and to welcome live audiences and participation on site. There will be continued online presence, both of courses and the livestreaming of concerts. Involvement locally, already strengthening, will continue with major presence in the planned Hitchin Festival (July 2021) and as part of the Hitchin Arts Group (led by local Councillors). It is hoped that the Peter Morrison Hall will be refurbished as lighting in the hall is improved - again funded by specific donations.

The 2021 Young Composers Competition invites new work for voice and piano, involving popular frequent tutors Sarah Leonard and Stephen Gutman. The much delayed database project, to include barcoding Library stock, is scheduled for completion in midsummer. The Trust intends that through investment in the creation of two new senior part-time posts, Heads of Marketing and Development. The post-holders will work together and strategically with the management team across both Trust and Loan Scheme to promote all areas of activity. This is intended to stimulate new markets, oversee future fundraising and to nurture membership.

Further collaboration with other music organisations will continue. The renowned Cambridge Early Music Summer School has relocated to Benslow Music with the first such fortnight to take place in August 2021.

Donations

The Trust is profoundly grateful for donations from all sources, particularly to the Keep Music at Benslow Alive campaign, as referred to earlier, and from legacies. Together with royalties from book sales the total amounted to £652k in 2020, a magnificent sum. In addition to enabling the Trust's survival and re-emergence in these challenging times the Trust's general policy is for donations first to assist in the replenishment of reserves. That said, gifts targeted towards specific projects have been most welcome, particularly for future developments, garden improvements and live streaming equipment, and not least scores, sets of parts and books for the library, and instruments directed to the Instrument Loan Scheme. A significant effect of the donations in 2020 is that a much larger claim than is usual for Gift Aid can be made from HMRC, potentially in excess of £25k. The value of this claim has been included in the 2020 Accounts, in accordance with proper accounting practices.

FINANCIAL REVIEW

Reserves Policy

The Contingency Fund has been maintained at £190,000 which is covered by the Trust's investment portfolio. The purpose of the contingency fund is to provide for emergency resources in the event of unforeseen expenditure and to allow capital projects to commence whilst awaiting other funding. At the end of 2020, the Trust held designated reserves in respect of future IT developments, and established new designated funds, a BMT Development Fund, and Garden Fund, following generous donations. The balance of £2,200 of the IT Development reserve is planned to be used during 2021. Use of the Development Fund (£100k) and Garden Fund (a balance of £4.7k) is being planned.

The general reserve reflects the accumulated surplus from the general activities of Benslow Music Trust and is held to ensure long term security for the Trust in the event of future deficits, also to enable resources to be built up to invest in Benslow Music's premises, plant and equipment. It holds the unused portion of the Keep Music Alive at Benslow donations. The reserves policy of Benslow Council is to build towards overall reserves equivalent to six months of operating expenditure as a minimum secure level.

FUTURE DEVELOPMENTS

The trustees' objectives for the coming year are to restore levels of activity to former levels and then to build this further. Areas of focus are expected to be:

Finance

Ensuring that robust plans are in place to ensure the Trust survives the pandemic; re-building reserves to sustainable levels; maintaining close and effective financial control over the Trust's activities; maximising use of the Trust's premises, not only for courses but for other compatible uses including through Benslow Music Enterprises Limited; developing effective ways of raising funds; continuing to seek ways to improve operational efficiency wherever possible.

BENSLOW MUSIC TRUST

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STRATEGIC REPORT

Improving the customer experience

Encouraging visitors (musical or not) to take advantage of the peace and calm of the Trust's campus; furthering the use of "Stay & Play" whereby visitors with musician friends can come and play in a dedicated practice room with all meals provided; updating and improving the facilities as funds allow.

Expansion of the course programme

Consolidation of progress already made, for example with more courses running in parallel; attracting a still broader age range of attendees; creating and developing partnerships and co-operation with other music stakeholders both in the UK and internationally.

Premises

Continuing the ongoing programme of maintenance, repairs and development as funds permit.

Staff

Increasing expertise in the areas of marketing, development and fundraising; promoting staff training and enhancing performance.

Information technology

Reviewing the Trust's information technology needs; upgrading IT systems where appropriate; continuing improvements to the course booking system and library systems.

Strategic Review

Ensuring that the Trust's Strategic Plans, reviewing the whole of the Trust's activities including governance, remain on track and relevant to changing circumstance.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust, a company limited by guarantee as defined by the Companies Act 2006, was incorporated on 13 April 1946 and registered as a charity on 22 March 1963. The Trust was established under a Memorandum of Association (which set out the objects and powers of the charitable company) and is governed by its Articles of Association. The original Memorandum and Articles were replaced by a new Memorandum and Articles on 6 November 2004. In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £1 per Member of the charity.

As a registered charity, the Trust is not currently liable to corporation tax on its investment income, nor on other income derived from carrying out the educational activity of the trust and applied for that purpose.

Recruitment and appointment of new trustees

There is a continuing need to ensure that Trustees with relevant skills are drawn from as wide a cross section of the community as possible. Vacancies are publicised through the Trust's regular publications, newsletters to Members, contact with course attendees and recommendations from Trustees and others. We have been pleased to welcome Dr Katy Hamilton, Bhagwant Singh (as Hon Treasurer) and Susan Sturrock who joined the Trustee Council as co-optees during the past year, as well as Andrew Blankfield who joined later (see page 10) - all of them offer themselves for election by Members.

BENSLOW MUSIC TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and Operating Structure

Council (meaning the Trustees in full session) met seven times in 2020, receiving and considering minutes from Council committees, papers from senior management, and reports from the Hon Treasurer, the Hon Secretary and from other Trustees charged with specific duties on behalf of the Trust. The following Sub-Committees met as required: BMILS Governors, Nominations and Governance, Investment, Site Development, IT, Strategic Planning, Fundraising and Development, Music Consultation, and Remuneration. In addition an Urgency Committee, hitherto available for swift consultation by Senior Management if required, was expanded into a Crisis Steering Group which met frequently in order to support senior staff as the covid pandemic developed.

The day-to-day running of the organisation is normally effected by a Senior Management team consisting of the Chief Executive, Head of Music, Director of Operations and Head of Finance together with the General Manager of the Instrument Loan Scheme. Their work is supported by some 22 other regular employees, both full- and part-time, with others employed on a casual basis particularly in the housekeeping team. During the pandemic 10 regular employees (including two from the Instrument Loan Scheme) were placed on full or part furlough.

Induction and training of new trustees

There is an induction process for new Trustees. Applicants receive a briefing pack containing key information about the Trust and links to relevant Charity Commission publications and guidance. The Nominations and Governance Committee of Council meets candidates to discuss the nature and responsibilities of the Trustee role. Guidelines for Trustees in carrying out their duties are set out in a policy document "Terms of Reference for Trustees" (September 2017), a document kept under frequent review to reflect changes in legislation and internal practice. Candidates are required to sign a declaration, incorporating the Terms of Reference, confirming they wish to serve and that they are eligible for election.

Biographical details of new candidates standing for election are sent to Members with the AGM papers. Candidates must themselves be Members of the Trust, proposed and seconded by Members and voted on at the AGM in the usual way.

Key management remuneration

Pay grades for key personnel are set when new appointments are made, giving due consideration for both the internal pay framework and the external market. Thereafter, salaries are reviewed annually by the Remuneration Committee of Council which makes recommendations to full Council based on any new factors since the initial grading was made, cost of living increases (using the CPI and increases to national Living Wage as reference points) and affordability, seeking external advice when necessary. During 2020, given the circumstances and uncertainty surrounding the pandemic, some adjustment was made to the wages of the lowest paid staff members in accordance with legal obligations, with other salaries being held at previous levels.

BENSLOW MUSIC TRUST

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Trustees identify and review the risks to which the Trust may be exposed and ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Risk management planning is included in the strategic plan referred to above. The following areas of potential risk have been identified by Trustees:

People

The ability to attract and retain: high quality staff and course leaders; enthusiastic volunteers; effective Trustees with a wide range of skills; course attendees in sufficient numbers with as broad an age range as possible; Bed and Breakfast visitors as space allows.

Financial

The need for constant vigilance in: maintaining cash flow; controlling costs; ensuring that appropriate financial controls are in place; providing course attendees with value for money; ensuring that the Trust's facilities are used as fully and effectively as possible; ensuring the Trust's ongoing financial sustainability.

Premises

To recognise that: the Trust's extensive premises and facilities require regular and proper maintenance; despite significant improvements over the years, course attendees' expectations continue to rise; meeting those understandable expectations has an inevitable cost.

These risks were managed particularly tightly through: regular reporting to Council from Management and Sub-Committees; support from suitably experienced Trustees for senior managers in dealing with particular issues; the professional approach of the Trust's Senior Management Team. There are clear signs that this strategy continues to bear fruit, as detailed elsewhere in this Report.

Work to systematise and update the Trust's Financial Controls and Procedures was completed in 2016 and provides an extra level of assurance. The Trust continues to maintain an ongoing Risk Management system to supplement regular reporting to Council by Management.

INDEMNITY INSURANCE

The charitable company paid for the insurance premiums to indemnify Trustees, Governors and senior staff from any loss arising from neglect or defaults of Trustees, Governors, Directors of BME or staff and any consequent loss.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

00408404 (England and Wales)

Registered Charity number

313663

Registered office

Benslow Music
Benslow Lane
Hitchin
Hertfordshire
SG4 9RB

BENSLOW MUSIC TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

Trustees

President
Judith Weir CBE

Vice-Presidents

Steven Isserlis CBE
Philip Meaden
John Rutter CBE
Peter Stark
Melvyn Tan
Stephen Wilkinson MBE

Board of Trustees ("Council")

Peter Neville - Chairman
Michael Taylor - Vice-Chairman
John Witchell - Vice Chairman (from 19 September 2020) and Interim Chair of Governors Benslow Musical Instrument Loan Scheme (from 25 July 2020)
Bhagwant Singh - Hon Treasurer (co-opted 21 November 2020)
Catherine Steel - Hon Treasurer (resigned 27 August 2020)
Tony Aston (retired 21 July 2020)
Andrew Baruch
Colin Bates
Andrew Blankfield (co-opted 27 February 2021)
Anne Conchie
Richard Dickins (resigned 29 June 2020)
Tim Gillott
Katherine Hamilton (co-opted 21 November 2020)
Norma King
Sadasivam Selvakumar
Roy Simpson (resigned 21 September 2020)
Susan Sturrock (co-opted 21 November 2020)

Hon Secretary to the Board - Mark Bowen

In accordance with the Articles of Association (which require one third of Council to retire each year) the following Trustees retire at the forthcoming 2021 Annual General Meeting and being eligible, all offer themselves for re-election:

Tim Gillott, Norma King, Peter Neville

John Witchell is retiring at the forthcoming Annual General Meeting and is not standing for re-election.

Trustees co-opted since the last Annual General Meeting who offer themselves for election:

Andrew Blankfield, Katy Hamilton, Bhagwant Singh, Susan Sturrock

Auditors

Bradshaw Johnson
Chartered Accountants
Statutory Auditor
Croft Chambers
11 Bancroft
Hitchin
Hertfordshire
SG5 1JQ

Bankers

Barclays Bank plc
5/6 High Street
Hitchin
Hertfordshire
SG4 9RB

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REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CCLA Investment Management Ltd
Senator House
85 Queen Victoria Street
London EC4V 4ET

Financial Advisers

Investec Wealth & Investment Ltd
2 Gresham Street
London EC2V 7QP

BENSLOW MUSIC TRUST

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A MESSAGE FROM THE CHAIRMAN OF THE BOARD OF TRUSTEES

Amateur chamber music indoors, as you and we know it, has been played by groups of friends for three centuries and counting, and never before prohibited by law as far as I know. As I write this, the outlook is that this blanket prohibition (as from mid-December 2020) will continue at least to mid-May 2021.

With such an extraordinary close, the cliché that '2020 has been a year like no other' certainly applies to Benslow Music, and it is my honour as your Chairman, in presenting this review to you, to try to sum up Benslow's 2020:

From early March it was becoming apparent that the growing pandemic would make social restrictions necessary. Accordingly, on 18 March 2020 Benslow Music suspended all on-site courses and concerts. For forward-planning purposes, we made the working assumption that normality might return in January 2021, and, to plug the lengthy income gap that we foresaw, Chris Roberts (Head of Music) stepped forward 'at pace' to introduce on-line courses, well ahead of some other music institutions.

This pioneering concept caught on, and was soon breaking even. As time progressed, public familiarity with remote on-line meetings grew; also the Benslow Music staff became proficient in managing remote-meetings in-house, with significant cost savings. Thus the on-line offering of courses and concerts was soon covering its costs with a modest margin contributing to overheads. The speed and flexibility of the staff concerned can't be praised enough, and my warm thanks to the Friends of Benslow Music Trust (an independent charity) for their support, including organisation and promotion of concerts

Meanwhile, we issued financial appeals to Members and friends. Your absolutely outstanding generosity, well into six figures, is a testament to your affection for Benslow Music and has assured our future at least to mid-2021. We are most grateful.

From August 2020, very limited on-site courses (not including wind or voices) were resumed under an education exception in the Government's lockdown guidelines. These courses were tentatively expanded in the following months. Take-up (understandably hesitant at first) soon improved, to about half Benslow Music's normal attendance. This was actually close to our limit anyway, because of reduced rehearsal-rooms capacity consequent on social distancing requirements. The Covid-secure precautions promptly and capably put in place by Tim Sharp (Director of Operations) were highly appreciated and indeed won, for Benslow Music, accreditation by Visit England certification. The restrictions such as fixed seating at meals were accepted by course members with good grace, grateful (even overjoyed) at making communal music again.

Some whose first contact with Benslow was an online course were sufficiently impressed to follow up with a residential course, and we welcome these new supporters.

But 2020 had not done with us. A subtle change in the wording of the Government's 'education exception' (requiring courses to lead to a recognised diploma) forced us to cease residential courses in early November. National lockdown followed on 21 December.

In steering Benslow's course through these stormy waters, I pay tribute to my fellow-Trustees, who have engaged themselves unstintingly to our cause. As it happens, we've had considerable turnover on the Benslow Board of Trustees in 2020 (amicably, I hasten to add), and have welcomed Katy Hamilton, Bhagwant Singh and Susan Sturrock, who bring new energy to your Board. In early 2021 we also welcomed Andrew Blankfield, who also comes with motivation, ideas and experience which will surely prove valuable to the Trust too. But while we Trustees might guide, we do not micro-manage operations. It's the staff who run Benslow.

And it's the staff at all levels, led from the front with steady assurance and firmness of purpose by our outstanding CEO Peter Hewitt, who have given much more than anyone could reasonably expect, so much so, that, as chairman, I feel truly humbled at their dedication. It is the staff, and tutors, who make the Benslow experience so special, and I hope we can welcome you, the Members (and non-Members), back to on-site residential courses as soon to possible.

Peter Neville, Chairman of the Board of Trustees

BENSLOW MUSIC TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Benslow Music Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

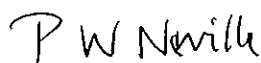
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Bradshaw Johnson, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 8 May 2021 and signed on the board's behalf by:



P W Neville - Trustee

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BENSLOW MUSIC TRUST**

Opinion

We have audited the financial statements of Benslow Music Trust (the 'charitable parent company') and its subsidiary (the 'group') for the year ended 31 December 2020 which comprise the Group and Charitable Parent Company Statement of Financial Activities, the Group and Charitable Parent Company Statement of Financial Position, the Group and Charitable Parent Company Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the charitable parent company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or the charitable parent company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the group or the charitable parent company have not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BENSLOW MUSIC TRUST

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the charitable parent company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or the charitable parent company or to cease operations, or have no realistic alternative but to do so.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BENSLOW MUSIC TRUST**

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We considered the nature of the Charitable Company's industry and its control environment, and reviewed the Charitable Company's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management about their own identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework that the Charitable Company operates in, and identified the key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements. These included the UK Companies Act; and
- do not have a direct effect on the financial statements but compliance with which may be fundamental to the Charitable Company's ability to operate or to avoid a material penalty.

We discussed among the audit engagement team including relevant internal specialists such as tax specialists regarding the opportunities and incentives that may exist within the organisation for fraud and how and where fraud might occur in the financial statements.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

In addition to the above, our procedures to respond to the risks identified included the following:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- enquiring of management and external legal counsel concerning actual and potential litigation and claims, and instances of non-compliance with laws and regulations; and
- reading minutes of meetings of those charged with governance, reviewing internal audit reports and reviewing correspondence with HMRC.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BENSLOW MUSIC TRUST

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Bradshaw Johnson
Chartered Accountants
Statutory Auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Croft Chambers
11 Bancroft
Hitchin
Hertfordshire
SG5 1JQ

Date: 14 May 2021

BENSLOW MUSIC TRUST

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	3	708,164	-	-	708,164	69,088
Charitable activities	6					
Music courses		488,648	-	-	488,648	897,975
Music lettings		29,657	-	-	29,657	78,864
Concerts, including grants		17,966	-	-	17,966	27,812
Income from Benslow Music						
Enterprises Limited	16	23,562	-	-	23,562	54,449
Other trading activities	4	15,034	-	-	15,034	39,561
Investment income	5	8,488	-	-	8,488	11,070
Other income	7	<u>25,523</u>	<u>-</u>	<u>-</u>	<u>25,523</u>	<u>29,645</u>
Total		1,317,042	-	-	1,317,042	1,208,464
EXPENDITURE ON						
Raising funds	8	41,896	-	-	41,896	83,253
Charitable activities	9					
Operation of courses and musical activities		<u>830,074</u>	<u>74,975</u>	<u>-</u>	<u>905,049</u>	<u>1,224,382</u>
Total		871,970	74,975	-	946,945	1,307,635
Net gains/(losses) on investments		<u>26,414</u>	<u>-</u>	<u>-</u>	<u>26,414</u>	<u>46,660</u>
NET INCOME/(EXPENDITURE) BEFORE TAXATION		471,486	(74,975)	-	396,511	(52,511)
Tax on subsidiary		-	-	-	-	-
NET INCOME/(EXPENDITURE)		471,486	(74,975)	-	396,511	(52,511)
RECONCILIATION OF FUNDS						
Total funds brought forward		445,421	780,895	-	1,226,316	1,278,827
TOTAL FUNDS CARRIED FORWARD		<u>916,907</u>	<u>705,920</u>	<u>-</u>	<u>1,622,827</u>	<u>1,226,316</u>

The notes from part of these financial statements

BENSLOW MUSIC TRUST

CHARITY STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND						
ENDOWMENTS FROM						
Donations and legacies	3	713,444	-	-	713,444	69,100
Charitable activities	6					
Music courses		488,648	-	-	488,648	897,975
Music lettings		29,657	-	-	29,657	78,864
Concerts, including grants		17,966	-	-	17,966	27,812
Other trading activities	4	15,034	-	-	15,034	39,561
Investment income	5	8,488	-	-	8,488	11,070
Other income	7	35,842	-	-	35,842	70,145
Total		1,309,079	-	-	1,309,079	1,194,527
EXPENDITURE ON						
Raising funds	8	7,520	-	-	7,520	14,833
Charitable activities	9					
Operation of courses and musical activities		856,487	74,975	-	931,462	1,278,865
Total		864,007	74,975	-	938,982	1,293,698
Net gains/(losses) on investments		26,414	-	-	26,414	46,660
NET INCOME/(EXPENDITURE)		471,486	(74,975)	-	396,511	(52,511)
RECONCILIATION OF FUNDS						
Total funds brought forward		445,417	780,895	-	1,226,312	1,278,823
TOTAL FUNDS CARRIED FORWARD		916,903	705,920	-	1,622,823	1,226,312

The notes form part of these financial statements

CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AT 31 DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.20 Total funds £	31.12.19 Total funds £
FIXED ASSETS						
Tangible assets	15	32,084	668,484	-	700,568	783,583
Investments	16	<u>442,097</u>	<u>-</u>	<u>-</u>	<u>442,097</u>	<u>411,405</u>
		474,181	668,484	-	1,142,665	1,194,988
CURRENT ASSETS						
Stocks	17	4,893	-	-	4,893	5,372
Debtors	18	38,243	-	-	38,243	25,011
Cash at bank		<u>652,170</u>	<u>37,436</u>	<u>-</u>	<u>689,606</u>	<u>263,807</u>
		695,306	37,436	-	732,742	294,190
CREDITORS						
Amounts falling due within one year	19	<u>(252,580)</u>	<u>-</u>	<u>-</u>	<u>(252,580)</u>	<u>(262,862)</u>
NET CURRENT ASSETS		<u>442,726</u>	<u>37,436</u>	<u>-</u>	<u>480,162</u>	<u>31,328</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>916,907</u>	<u>705,920</u>	<u>-</u>	<u>1,622,827</u>	<u>1,226,316</u>
NET ASSETS		<u>916,907</u>	<u>705,920</u>	<u>-</u>	<u>1,622,827</u>	<u>1,226,316</u>
FUNDS						
Unrestricted funds	21				916,907	445,421
Restricted funds					<u>705,920</u>	<u>780,895</u>
TOTAL FUNDS					<u>1,622,827</u>	<u>1,226,316</u>

The notes form part of these financial statements

BENSLOW MUSIC TRUST (REGISTERED NUMBER: 00408404)

CHARITY STATEMENT OF FINANCIAL POSITION
AT 31 DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.20 Total funds £	31.12.19 Total funds £
FIXED ASSETS						
Tangible assets	15	32,084	668,484	-	700,568	783,583
Investments	16	<u>442,098</u>	<u>-</u>	<u>-</u>	<u>442,098</u>	<u>411,406</u>
		474,182	668,484	-	1,142,666	1,194,989
CURRENT ASSETS						
Stocks	17	3,330	-	-	3,330	3,330
Debtors	18	63,845	-	-	63,845	49,878
Cash at bank		<u>639,701</u>	<u>37,436</u>	<u>-</u>	<u>677,137</u>	<u>253,107</u>
		706,876	37,436	-	744,312	306,315
CREDITORS						
Amounts falling due within one year	19	<u>(264,155)</u>	<u>-</u>	<u>-</u>	<u>(264,155)</u>	<u>(274,992)</u>
NET CURRENT ASSETS		<u>442,721</u>	<u>37,436</u>	<u>-</u>	<u>480,157</u>	<u>31,323</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>916,903</u>	<u>705,920</u>	<u>-</u>	<u>1,622,823</u>	<u>1,226,312</u>
NET ASSETS		<u>916,903</u>	<u>705,920</u>	<u>-</u>	<u>1,622,823</u>	<u>1,226,312</u>
FUNDS						
Unrestricted funds	21				916,903	445,417
Restricted funds					<u>705,920</u>	<u>780,895</u>
TOTAL FUNDS					<u>1,622,823</u>	<u>1,226,312</u>

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION - CONTINUED
AT 31 DECEMBER 2020

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

The financial statements were approved by the Board of Trustees on 8 May 2021 and were signed on its behalf by:



P W Neville -Trustee

BENSLOW MUSIC TRUST

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	31.12.20 £	31.12.19 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>423,902</u>	<u>(29,421)</u>
Net cash provided by (used in) operating activities		<u>423,902</u>	<u>(29,421)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(2,313)	(2,238)
Purchase of fixed asset investments		(176,990)	(105,807)
Sale of fixed asset investments		172,712	98,961
Interest received		445	979
Dividends received		<u>8,043</u>	<u>10,091</u>
Net cash provided by (used in) investing activities		<u>1,897</u>	<u>1,986</u>
Cash flows from financing activities:			
Proceeds from issue of shares		<u>-</u>	<u>-</u>
Net cash provided (used in) financing activities		<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period		425,799	(27,435)
Cash and cash equivalents at the beginning of the reporting period		<u>263,807</u>	<u>291,242</u>
Cash and cash equivalents at the end of the reporting period		<u>689,606</u>	<u>263,807</u>

The notes form part of these financial statements

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. **RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.12.20	31.12.19
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	396,511	(52,511)
Adjustments for:		
Depreciation charges	85,328	87,995
Losses/(gain) on investments	(26,414)	(46,660)
Interest received	(445)	(979)
Dividends received	(8,043)	(10,091)
Decrease in stocks	479	(67)
Increase in debtors	(13,232)	(1,221)
Increase in creditors	(10,282)	(5,887)
Net cash provided by (used in) operating activities	<u>423,902</u>	<u>(29,421)</u>

BENSLOW MUSIC TRUST

CHARITY STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	31.12.20 £	31.12.19 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>422,133</u>	<u>(18,602)</u>
Net cash provided by (used in) operating activities		<u>422,133</u>	<u>(18,602)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(2,313)	(2,238)
Purchase of fixed asset investments		(176,990)	(105,807)
Sale of fixed asset investments		172,712	98,961
Interest received		445	979
Dividends received		<u>8,043</u>	<u>10,091</u>
Net cash provided by (used in) investing activities		<u>1,897</u>	<u>1,986</u>
Change in cash and cash equivalents in the reporting period		424,030	(16,616)
Cash and cash equivalents at the beginning of the reporting period		<u>253,107</u>	<u>269,723</u>
Cash and cash equivalents at the end of the reporting period		<u>677,137</u>	<u>253,107</u>

The notes form part of these financial statements

BENSLOW MUSIC TRUST

NOTES TO THE CHARITY STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. **RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.12.20	31.12.19
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	396,511	(52,511)
Adjustments for:		
Depreciation charges	85,328	87,995
Losses/(gain) on investments	(26,414)	(46,660)
Interest received	(445)	(979)
Dividends received	(8,043)	(10,091)
Increase in debtors	(13,967)	3,957
Increase in creditors	(10,837)	(313)
Net cash provided by (used in) operating activities	<u>422,133</u>	<u>(18,602)</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. STATEMENT OF COMPLIANCE

Benslow Music Trust is a charitable company incorporated in England. The registered office is:

Benslow Music,
Benslow Lane,
Hitchin,
Hertfordshire
SG4 9RB

The charitable company's financial statements have been prepared in compliance with Charities SORP (FRS 102) as it applies to the financial statements for the year ended 31 December 2020.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets. The Statement of Financial Activities (SOFA) and the Statement of Financial Position consolidate the financial statements of the charity and its wholly owned subsidiary undertaking, Benslow Music Enterprises Limited on a line by line basis.

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

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 4% on cost
Plant and machinery	- 7.5% on cost
Fixtures and fittings	- 25% on reducing balance

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £150 are not capitalised.

The freehold land and buildings are subject to charitable covenants laid down in the original bequest under the 1952 Seebohm Will (see Note 15). Building development since that time, mostly from unrestricted funds, has been substantial, to the point where the original elements of the buildings are largely of academic interest. It has however been the accounting practice in previous years to distinguish between building work financed from unrestricted funds and buildings attributed to the original bequest.

As all buildings on the site - whatever their funding source - effectively become subject to the original charitable covenants which apply to the land on which they stand, this accounting distinction is now considered irrelevant and contrary to clear presentation. Land and buildings on the Little Benslow Hills site and any related funds are wholly shown within a restricted fund known as the "Property Fund".

Stocks

Stock consists of the music library, which is included at a modest valuation of £3,330.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

2. ACCOUNTING POLICIES - continued

Investments

The investments are managed on behalf of the charity by Investec.

Investments are stated at market value as at the balance sheet date. The market value is as supplied by Investec.

The Statement of Financial Activities includes the net gains and losses (realised and unrealised) arising on the revaluations and disposals throughout the year. A separate statement is included splitting the recognised and unrecognised gains and losses.

Value Added Tax

The Trust is partially exempt from charging Value Added Tax. Accordingly, it can only recover from HM Customs and Excise part of the tax incurred on supplies and services bought. Non-recoverable Value Added Tax is shown within charitable activities in the Statement of Financial Activities.

Legal status of the Trust

The Trust is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1 per member of the charity.

Financial instruments

The Trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

3. DONATIONS AND LEGACIES

Group

	31.12.20	31.12.19
	£	£
Donations	647,222	32,300
Subscriptions	<u>60,942</u>	<u>36,788</u>
	<u>708,164</u>	<u>69,088</u>

Charity

Donations	652,502	32,312
Subscriptions	<u>60,942</u>	<u>36,788</u>
	<u>713,444</u>	<u>69,100</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

4. OTHER TRADING ACTIVITIES

Group

	31.12.20	31.12.19
	£	£
Other lettings	1,362	8,352
Bar sales	<u>13,672</u>	<u>31,209</u>
	<u>15,034</u>	<u>39,561</u>

Charity

	31.12.20	31.12.19
	£	£
Other lettings	1,362	8,352
Bar sales	<u>13,672</u>	<u>31,209</u>
	<u>15,034</u>	<u>39,561</u>

5. INVESTMENT INCOME

Group & Charity

	31.12.20	31.12.19
	£	£
Dividends received	8,043	10,091
Deposit account interest	<u>445</u>	<u>979</u>
	<u>8,488</u>	<u>11,070</u>

6. INCOME FROM CHARITABLE ACTIVITIES

Group & Charity

		31.12.20	31.12.19
	Activity	£	£
Course fees	Music courses	488,648	897,975
Music lettings	Music lettings	29,657	78,864
Concerts, including grants	Concerts, including grants	<u>17,966</u>	<u>27,812</u>
		<u>536,271</u>	<u>1,004,651</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

7. OTHER INCOME

Group

	31.12.20	31.12.19
	£	£
Management charge	25,523	22,000
Other income	<u>-</u>	<u>7,645</u>
	<u>25,523</u>	<u>29,645</u>

Charity

	£	£
Management charge	35,842	62,500
Other income	<u>-</u>	<u>7,645</u>
	<u>35,842</u>	<u>70,145</u>

8. RAISING FUNDS

Other trading activities

Group

	31.12.20	31.12.19
	£	£
Purchases	<u>41,896</u>	<u>83,253</u>

Charity

Purchases	<u>7,520</u>	<u>14,833</u>
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9. CHARITABLE ACTIVITIES COSTS

Group

	Direct costs	Support costs (See note 10)	Totals
	£	£	£
Operation of courses and musical activities	<u>459,988</u>	<u>445,061</u>	<u>905,049</u>

Charity

	Direct costs	Support costs (See note 10)	Totals
	£	£	£
Operation of courses and musical activities	<u>490,323</u>	<u>441,139</u>	<u>931,462</u>

10. SUPPORT COSTS

Group

	Other £	Other 2 £	Other 3 £	Governance costs £	Totals £
Operation of courses and musical activities	<u>345,866</u>	<u>43,303</u>	<u>47,716</u>	<u>8,176</u>	<u>445,061</u>

Charity

	Other £	Other 2 £	Other 3 £	Governance costs £	Totals £
Operation of courses and musical activities	<u>345,866</u>	<u>43,303</u>	<u>45,894</u>	<u>6,076</u>	<u>441,139</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

Support costs, included in the above, are as follows:

10. SUPPORT COSTS – continued

	Group		Charity	
	31.12.20	31.12.19	31.12.20	31.12.19
	Operations of courses and musical activities	Total activities	Operations of courses and musical activities	Total activities
	£	£	£	£
Wages	153,041	202,695	153,041	202,695
Rent, rates and service charge	11,965	15,631	11,965	15,631
Insurance	9,924	9,565	9,924	9,565
Light and heat	31,915	30,392	31,915	30,392
Gardener/Technical and supervisory fees	14,574	7,408	14,574	7,408
Repairs and maintenance to grounds and buildings	14,218	43,581	14,218	43,581
Printing, postage and stationery	3,819	32,673	3,819	32,673
Redundancy costs	21,082	-	21,082	-
Depreciation of tangible fixed assets	85,328	87,995	85,328	87,995
Computer costs	18,380	24,532	18,380	24,532
Hire of equipment	10,249	12,491	10,249	12,491
Advertising	4,547	12,132	4,547	12,132
Telephone	6,362	6,102	6,362	6,102
Consultancy fees	3,765	3,245	3,765	3,245
Subscriptions	775	428	775	428
Interest and charges	5,756	8,768	5,040	7,727
Non-recoverable VAT	31,386	39,607	31,386	39,607
General expenses	8,693	12,307	8,693	12,307
Commission paid	1,106	3,365	-	-
Bad debts	-	-	-	-
Auditors' remuneration	8,176	11,716	6,076	9,603
	<u>445,061</u>	<u>564,633</u>	<u>441,139</u>	<u>558,114</u>

11. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20	31.12.19
	£	£
Depreciation - owned assets	<u>85,328</u>	<u>87,995</u>

12. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Members of Council have not received any remuneration either directly or indirectly during the year and provide their services voluntarily. Certain expenses incurred on behalf of the Trust are reimbursed to Members of Council. An exception is made by agreement with the Charity Commission where certain Trustees occasionally act as tutors and receive the normal fee.

Trustees' expenses

Travel expenses amounting to £369 were reimbursed to 1 trustee in the year (2019 - £489 - 2 trustees).

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

13. STAFF COSTS

	31.12.20	31.12.19
	£	£
Wages & Salaries	353,751	473,908
Employers NI	<u>28,852</u>	<u>32,831</u>
	<u><u>382,603</u></u>	<u><u>506,739</u></u>

No employee received emoluments of more than £60,000.

The key management personnel of the charitable company comprises only of the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £44,362 (2019: £41,269).

The average monthly number of employees during the year was as follows:

	31.12.20	31.12.19
Direct staff	20	29
Support staff	<u>12</u>	<u>9</u>
	<u><u>32</u></u>	<u><u>38</u></u>

14. 2019 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES
Group

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	69,088	-	-	69,088
Charitable activities				
Music courses	897,975	-	-	897,975
Music lettings	78,864	-	-	78,864
Concerts, including grants	27,812	-	-	27,812
Other trading activities	94,010	-	-	94,010
Investment income	11,070	-	-	11,070
Other income	<u>29,645</u>	<u>-</u>	<u>-</u>	<u>29,645</u>
Total	1,208,464	-	-	1,208,464
EXPENDITURE ON				
Raising funds	83,253	-	-	83,253
Charitable activities				
Operation of courses and musical activities	<u>1,149,376</u>	<u>75,006</u>	<u>-</u>	<u>1,224,382</u>
Total	1,232,629	75,006	-	1,307,635
Net gains/(losses) on investments	<u>46,660</u>	<u>-</u>	<u>-</u>	<u>46,660</u>
NET INCOME/(EXPENDITURE) BEFORE TAXATION	22,495	(75,006)	-	(52,511)

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

14. 2019 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
Tax on subsidiary	-	-	-	-
NET INCOME/(EXPENDITURE)	22,495	(75,006)	-	(52,511)
RECONCILIATION OF FUNDS				
Total funds brought forward	422,926	855,901	-	1,278,827
TOTAL FUNDS CARRIED FORWARD	<u>445,421</u>	<u>780,895</u>	<u>-</u>	<u>1,226,316</u>
 Charity				
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	69,100	-	-	69,100
Charitable activities				
Music courses	897,975	-	-	897,975
Music lettings	78,864	-	-	78,864
Concerts, including grants	27,812	-	-	27,812
Other trading activities	39,561	-	-	39,561
Investment income	11,070	-	-	11,070
Other income	70,145	-	-	70,145
Total	1,194,527	-	-	1,194,527
 EXPENDITURE ON				
Raising funds	14,833	-	-	14,833
Charitable activities				
Operation of courses and musical activities	1,203,859	75,006	-	1,278,865
Total	1,218,692	75,006	-	1,293,698
Net gains/(losses) on investments	46,660	-	-	46,660
NET INCOME/(EXPENDITURE)	22,495	(75,006)	-	(52,511)
RECONCILIATION OF FUNDS				
Total funds brought forward	422,922	855,901	-	1,278,823
TOTAL FUNDS CARRIED FORWARD	<u>445,417</u>	<u>780,895</u>	<u>-</u>	<u>1,226,312</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

15. TANGIBLE FIXED ASSETS

Group & Charity	Freehold property £	Plant and machinery £	Fixtures and fittings £	Totals £
COST				
At 1 January 2020	1,872,003	85,017	243,714	2,200,734
Additions	-	-	2,313	-
At 31 December 2020	<u>1,872,003</u>	<u>85,017</u>	<u>246,027</u>	<u>2,203,047</u>
DEPRECIATION				
At 1 January 2020	1,128,923	83,967	204,261	1,417,151
Charge for year	<u>74,880</u>	<u>452</u>	<u>9,996</u>	<u>85,328</u>
At 31 December 2020	<u>1,203,803</u>	<u>84,419</u>	<u>214,257</u>	<u>1,502,479</u>
NET BOOK VALUE				
At 31 December 2020	<u>668,200</u>	<u>598</u>	<u>31,770</u>	<u>700,568</u>
At 31 December 2019	<u>743,080</u>	<u>1,050</u>	<u>39,453</u>	<u>783,583</u>

Ownership of the freehold land comprising Little Benslow Hills, with buildings thereon, was assigned in 1952 to Rural Music Schools Association (subsequently renamed Benslow Music Trust) by the will of Miss Esther Seebohm and incorporated into the financial statements at the time of the gift. The charitable covenants contained in the will restrict its use to the main objectives of the Trust as set down in the current Memorandum and Articles and approved by the Charity Commission. A sale of any part of the property or a major variation in use of the overall site would therefore require formal approval by the Charity Commission.

In the opinion of the Board of Trustees, it is not practicable to value the land separately.

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

16. FIXED ASSET INVESTMENTS

Charity

	Shares in group undertakings £	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE				
At 1 January 2020	1	366,459	7,076	373,536
Additions	-	176,990	-	176,990
Disposals	-	(172,482)	-	(172,482)
At 31 December 2020	1	370,967	7,076	378,044
PROVISIONS				
Provision b/f	-	(37,287)	(583)	(37,870)
Revaluation adjustments	-	(29,697)	3,513	(26,184)
At 31 December 2020	-	(66,984)	2,930	(64,054)
NET BOOK VALUE				
At 31 December 2020	1	437,951	4,146	442,098
At 31 December 2019	1	403,746	7,659	411,406

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Benslow Music Enterprises

Registered office: Benslow Music, Benslow Lane, Hitchin, Herts. SG4 9RB

Nature of business: Lettings and other commercial activities

	%
Class of share:	holding
Ordinary	100

The summary financial performance of the subsidiary alone is:

	31.12.20 £	31.12.19 £
Profit and loss account		
Turnover	53,897	115,451
Direct costs	(34,376)	(68,420)
Gross profit	19,521	47,031
Administrative expenses	(19,521)	(47,031)
Net profit	-	-
Aggregate capital and reserves	<u>4</u>	<u>4</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

16. FIXED ASSET INVESTMENTS - continued

The market valuation was carried out by Investec.

Other unlisted investments represent cash held by the investment managers pending reinvestment.

Realised gains are included in the Statement of Financial Activities.

Investments are held primarily to provide an investment return for the charity.

17. STOCKS
Group & Charity

	Group		Charity	
	31.12.20	31.12.19	31.12.20	31.12.19
	£	£	£	£
Stocks	<u>4,893</u>	<u>5,372</u>	<u>3,330</u>	<u>3,330</u>

18. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	31.12.20	31.12.19	31.12.20	31.12.19
	£	£	£	£
Trade debtors	588	5,415	22,683	26,405
Other debtors	20,204	3,606	25,672	8,648
Prepayments and accrued income	15,490	14,825	15,490	14,825
Social security and other taxes	<u>1,961</u>	<u>1,165</u>	<u>-</u>	<u>-</u>
	<u>38,243</u>	<u>25,011</u>	<u>63,845</u>	<u>49,878</u>

19. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		Charity	
	31.12.20	31.12.19	31.12.20	31.12.19
	£	£	£	£
Trade creditors	14,893	16,905	14,255	14,438
Social security and other taxes	11,874	17,946	11,874	17,946
Other creditors	199,997	191,862	199,997	195,444
Accrued expenses	<u>25,816</u>	<u>36,149</u>	<u>38,029</u>	<u>47,164</u>
	<u>252,580</u>	<u>262,862</u>	<u>264,155</u>	<u>274,992</u>

20. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows

Charity

	31.12.20	31.12.19
	£	£
Within one year	2,637	2,637
Between one and five years	<u>879</u>	<u>3,516</u>
	<u>3,516</u>	<u>6,153</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

21. MOVEMENT IN FUNDS

Group	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	253,221	366,768	-	619,989
Designated fund - Contingency fund	190,000	-	-	190,000
Designated fund - IT	2,200	-	-	2,200
Designated fund – Garden fund	-	4,718	-	4,718
Designated fund – Development fund	-	100,000	-	100,000
	<u>445,421</u>	<u>471,486</u>	<u>-</u>	<u>916,907</u>
Restricted funds				
Other	3,380	(95)	-	3,285
Property fund	743,080	(74,880)	-	668,200
Investment fund - property	<u>34,435</u>	<u>-</u>	<u>-</u>	<u>34,435</u>
	<u>780,895</u>	<u>(74,975)</u>	<u>-</u>	<u>705,920</u>
TOTAL FUNDS	<u><u>1,226,316</u></u>	<u><u>396,511</u></u>	<u><u>-</u></u>	<u><u>1,622,827</u></u>

Net movement in funds, included in the above are as follows:

Group	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,207,042	(866,688)	26,414	366,768
Designated fund – Garden fund	10,000	(5,282)	-	4,718
Designated fund – Development fund	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
	<u>1,317,042</u>	<u>(871,970)</u>	<u>26,414</u>	<u>471,486</u>
Restricted funds				
Other	-	(95)	-	(95)
Property fund	<u>-</u>	<u>(74,880)</u>	<u>-</u>	<u>(74,880)</u>
	<u>-</u>	<u>(74,975)</u>	<u>-</u>	<u>(74,975)</u>
TOTAL FUNDS	<u><u>1,317,042</u></u>	<u><u>(946,945)</u></u>	<u><u>26,414</u></u>	<u><u>396,511</u></u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds
Group

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	230,726	22,495	-	253,221
Designated fund - Contingency fund	190,000	-	-	190,000
Designated fund - IT	<u>2,200</u>	<u>-</u>	<u>-</u>	<u>2,200</u>
	422,926	22,495	-	445,421
Restricted funds				
Other	3,506	(126)	-	3,380
Property fund	817,960	(74,880)	-	743,080
Investment fund - property	<u>34,435</u>	<u>-</u>	<u>-</u>	<u>34,435</u>
	855,901	(75,006)	-	780,895
TOTAL FUNDS	<u>1,278,827</u>	<u>(52,511)</u>	<u>-</u>	<u>1,226,316</u>

Comparative net movement in funds, included in the above as follows

Group	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,208,464	(1,232,629)	46,660	22,495
Restricted funds				
Other	-	(126)	-	(126)
Property fund	<u>-</u>	<u>(74,880)</u>	<u>-</u>	<u>(74,880)</u>
	-	(75,006)	-	(75,006)
TOTAL FUNDS	<u>1,208,527</u>	<u>(1,307,635)</u>	<u>46,660</u>	<u>52,511</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

Group	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	230,726	389,263	-	619,989
Designated fund - Contingency fund	190,000	-	-	190,000
Designated fund - IT	7,500	-	-	2,200
Designated fund – Garden fund	-	4,718	-	4,718
Designated fund – Development fund	-	100,000	-	100,000
	<u>422,926</u>	<u>493,981</u>	<u>-</u>	<u>916,907</u>
Restricted funds				
Other	3,506	(221)	-	3,285
Property fund	817,960	(149,760)	-	668,200
Investment fund - property	34,435	-	-	34,435
	<u>855,901</u>	<u>(149,981)</u>	<u>-</u>	<u>705,920</u>
TOTAL FUNDS	<u>1,278,827</u>	<u>344,000</u>	<u>-</u>	<u>1,622,827</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

Group	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	2,415,506	(2,099,317)	73,074	389,263
Designated fund – Garden fund	10,000	(5,282)	-	4,718
Designated fund – Development fund	100,000	-	-	100,000
	<u>2,525,506</u>	<u>(2,104,599)</u>	<u>73,074</u>	<u>493,981</u>
Restricted funds				
Other	-	(221)	-	(221)
Property fund	-	(149,760)	-	(149,760)
	<u>-</u>	<u>(149,981)</u>	<u>-</u>	<u>(149,981)</u>
TOTAL FUNDS	<u>2,525,506</u>	<u>(2,254,580)</u>	<u>73,074</u>	<u>344,000</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

Charity	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	235,217	366,768	-	619,985
Designated fund - Contingency fund	190,000	-	-	190,000
Designated fund - IT	2,200	-	-	2,200
Designated fund – Garden fund	-	4,718	-	4,718
Designated fund – Development fund	-	100,000	-	100,000
	<u>445,417</u>	<u>471,486</u>	<u>-</u>	<u>916,903</u>
Restricted funds				
Other	3,380	(95)	-	3,285
Property fund	743,080	(74,880)	-	668,200
Investment fund - property	<u>34,435</u>	<u>-</u>	<u>-</u>	<u>34,435</u>
	<u>780,895</u>	<u>(74,975)</u>	<u>-</u>	<u>705,920</u>
TOTAL FUNDS	<u><u>1,226,312</u></u>	<u><u>396,511</u></u>	<u><u>-</u></u>	<u><u>1,622,823</u></u>

Net movement in funds, included in the above are as follows:

Charity	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,199,079	(858,725)	26,414	366,768
Designated fund – Garden fund	10,000	(5,282)	-	4,718
Designated fund – Development fund	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
	<u>1,309,079</u>	<u>(864,007)</u>	<u>26,414</u>	<u>471,486</u>
Restricted funds				
Other	-	(95)	-	(95)
Property fund	<u>-</u>	<u>(74,880)</u>	<u>-</u>	<u>(74,880)</u>
	<u>-</u>	<u>(74,975)</u>	<u>-</u>	<u>(74,975)</u>
TOTAL FUNDS	<u><u>1,309,079</u></u>	<u><u>(938,982)</u></u>	<u><u>26,414</u></u>	<u><u>396,511</u></u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

Charity	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	230,722	22,495	-	253,217
Designated fund - Contingency fund	190,000	-	-	190,000
Designated fund - IT	<u>2,200</u>	<u>-</u>	<u>-</u>	<u>2,200</u>
	422,922	22,495	-	445,417
Restricted funds				
Other	3,506	(126)	-	3,380
Property fund	817,960	(74,880)	-	743,080
Investment fund - property	<u>34,435</u>	<u>-</u>	<u>-</u>	<u>34,435</u>
	855,901	(75,006)	-	780,895
TOTAL FUNDS	<u>1,278,823</u>	<u>(52,511)</u>	<u>-</u>	<u>1,226,312</u>

Comparative net movement in funds, included in the above as follows

Charity	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,194,527	(1,218,692)	46,660	22,495
Restricted funds				
Other	-	(126)	-	(126)
Property fund	<u>-</u>	<u>(74,880)</u>	<u>-</u>	<u>(74,880)</u>
	-	(75,006)	-	(75,006)
TOTAL FUNDS	<u>1,194,527</u>	<u>(1,293,698)</u>	<u>46,660</u>	<u>(52,511)</u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2020

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

Charity	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	230,722	389,263	-	619,985
Designated fund - Contingency fund	190,000	-	-	190,000
Designated fund - IT	2,200	-	-	2,200
Designated fund – Garden fund	-	4,718	-	4,718
Designated fund – Development fund	-	100,000	-	100,000
	<u>422,922</u>	<u>493,981</u>	<u>-</u>	<u>916,903</u>
Restricted funds				
Other	3,506	(221)	-	3,285
Property fund	817,960	(149,760)	-	668,200
Investment fund - property	<u>34,435</u>	<u>-</u>	<u>-</u>	<u>34,435</u>
	<u>855,901</u>	<u>(149,981)</u>	<u>-</u>	<u>705,920</u>
TOTAL FUNDS	<u><u>1,278,823</u></u>	<u><u>344,000</u></u>	<u><u>-</u></u>	<u><u>1,622,823</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

Charity	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	2,393,606	(2,077,417)	73,074	389,263
Designated fund – Garden fund	10,000	(5,282)	-	4,718
Designated fund – Development fund	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
	<u>2,503,606</u>	<u>(2,082,699)</u>	<u>73,074</u>	<u>493,981</u>
Restricted funds				
Other	-	(221)	-	(221)
Property fund	<u>-</u>	<u>(149,760)</u>	<u>-</u>	<u>(149,760)</u>
	<u>-</u>	<u>(149,981)</u>	<u>-</u>	<u>(149,981)</u>
TOTAL FUNDS	<u><u>2,503,606</u></u>	<u><u>(2,232,680)</u></u>	<u><u>73,074</u></u>	<u><u>344,000</u></u>

BENSLOW MUSIC TRUST

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31 DECEMBER 2020**

21. MOVEMENT IN FUNDS - continued

Purposes of unrestricted funds

General fund

The general reserve reflects the accumulated surplus from the general activities of Benslow Music Trust and is held to ensure long-term security for the Trust in the event of future deficits, and to enable resources to be built up to invest in Benslow's premises, plant and equipment.

Designated fund - Contingency fund

The purpose of the Contingency fund is to provide emergency resources in the event of unforeseen expenditure and to allow capital projects to commence whilst awaiting other funding.

Designated fund - IT fund

This reserve was created to ensure that adequate resources are available to ensure that the Trust's computer systems remain fit for purpose.

Designated fund – Garden fund

This fund was created using a specific donation in order to enhance the landscape of the campus.

Designated fund – Development fund

This fund represents a donation to the Trust by a former trustee. The fund is to allow the Trust to develop in the future.

Purposes of restricted funds

Other

This is made up of several smaller restricted funds but no individual fund has more than £3,000.

Property

This fund mirrors the value at which land and buildings are included in the balance sheet.

Investment fund - property

This fund was established by the sale of an investment portfolio in 2013 to fund major building work.

22. RELATED PARTY DISCLOSURES

During the year the charitable company received a donation of £5,280 (2019 £12), management fees of £10,319 (2019 £40,500) and other cross charges of £NIL (2019 £NIL) from Benslow Music Enterprises Ltd, a wholly owned subsidiary. The charitable company also purchased goods amounting to £30,335 (2019 £61,002) from Benslow Music Enterprises Ltd during the year. At the reporting date, £22,283 (2019 £22,800) was receivable from Benslow Music Enterprises Ltd, and £19,121 (2019 £15,051) was payable to Benslow Music Enterprises Ltd.

23. INDEMNITY INSURANCE

The charitable company paid for the insurance premiums to indemnify trustees and senior staff from any loss arising from neglect or defaults of trustees or staff and any consequent loss.

