

Yorkshire College of Music and Drama

Charity number 529220

A company limited by guarantee number

Annual Report and Financial Statements **for the year ended 31 July 2021**



West Yorkshire Community Accounting Service

Yorkshire College of Music and Drama

Annual Report and Financial Statements for the year ended 31 July 2021

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Prepared by West Yorkshire Community Accounting Service

Yorkshire College of Music and Drama

Trustees' report for the year ended 31 July 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name

David Hughes
John Varley
Lee Wallace
Nicholas Wayne

Charity number

529220

Registered in England and Wales

Registered and principal address

St Mark's House
1 St Mark's Avenue
Leeds
LS2 9BN

Bankers

Barclays Bank plc
1 Churchill Place
London
E14 5HP

Independent examiner

Claire Welling

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a trust deed dated 14 October 1968.

Method of recruitment and appointment of trustees

The charity is in the form of a trust. New trustees may join at the invitation of the existing trustees.

Yorkshire College of Music and Drama

Trustees' report (continued) for the year ended 31 July 2021

Objectives and activities

The charity's objects

To promote the study of music, drama and the arts in and around the city of Leeds and in particular to continue to extend and develop the work hitherto carried on by the college.

The charity's main activities

The charitable aims of the Yorkshire College of Music & Drama include working in the community to bring music, and the love of playing and singing, to disadvantaged groups who would not normally be able to access music – lessons, participation and appreciation.

We work with schools which haven't the budget or staff to provide music lessons for their pupils. We aim to engage with a wide range of groups such as the elderly, the young, people with physical or learning difficulties and groups of socially or physically excluded people so they can enjoy the pleasure of music by simply listening or, hopefully, joining in.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education, the arts, culture, heritage and science.

Achievements and performance

The Charity has provided subsidised access to music – tuition, appreciation and participation – to those who would not normally have such access for reasons of economic, cultural, physical or mental disadvantages.

The charity underwent a re-branding exercise in 2020/21, creating the delivery brand "Music House". It was felt that this better reflected the progressive and broader based aspiration of the charity in reaching out to diverse communities across the City of Leeds

Financial review

The net expenditure for the year was £36,554, all on unrestricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets and investments, at the year end were £14,283.

In addition to this there are investments held valued at £345,261 at the year end date.

The Trustees aim to provide music lessons at a price that covers the direct costs of the tutor and a contribution to the overheads of the College. The reserves that have been built up since 1968 are to provide against the risk of shortfalls in the income received.

Signed on behalf of the board of trustees on 28/3/2022

David Hughes (Trustee)

Yorkshire College of Music and Drama

Independent examiner's report to the trustees of Yorkshire College of Music and Drama

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2021, which are set out on pages 5 to 11.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. 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 the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable 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.

Claire Welling

28/3/2022

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Yorkshire College of Music and Drama
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 July 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	26,143	-	26,143	10,000
Tuition fees		61,601	-	61,601	63,677
Room hire		3,794	-	3,794	16,994
Bank Interest		6	-	6	-
Other income		775	-	775	7,589
Total income		92,319	-	92,319	98,260
Expenditure on:					
Salaries, NI and pensions	(3)	49,021	-	49,021	23,584
Tutors' fees		57,610	-	57,610	67,552
Other tuition costs		1,590	-	1,590	1,676
Marketing and public relations		7,774	-	7,774	12,055
Property lease charges		45,208	-	45,208	42,500
Rates		2,115	-	2,115	4,624
Utilities and water		3,853	-	3,853	5,609
Cleaning and refuse		3,676	-	3,676	2,873
Repairs and maintenance		5,293	-	5,293	7,229
Health and safety		1,087	-	1,087	352
IT maintenance and software		740	-	740	319
Printing, postage and stationery		-	-	-	912
Telephone and internet		3,313	-	3,313	2,778
Equipment lease costs		3,548	-	3,548	6,139
Insurance		3,084	-	3,084	3,485
Food and refreshments		341	-	341	584
Investment management fees		4,666	-	4,666	4,102
Bank charges		782	-	782	994
Accountancy and independent examination		3,504	-	3,504	1,020
Depreciation		676	-	676	796
Sundry expenses		708	-	708	5,323
Total expenditure		198,589	-	198,589	194,506
Net gains/(losses) on investments		69,716	-	69,716	1,148
Net income / (expenditure)		(36,554)	-	(36,554)	(95,098)
Fund balances brought forward		399,933	4,193	404,126	499,224
Fund balances carried forward	(4)	363,379	4,193	367,572	404,126

All incoming resources and resources expended derive from continuing activities.

Yorkshire College of Music and Drama

Balance sheet

as at 31 July 2021

		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	3,835	-	3,835	4,511
Investments	(6)	345,261	-	345,261	389,211
Total fixed assets		<u>349,096</u>	<u>-</u>	<u>349,096</u>	<u>393,722</u>
Current assets					
Debtors and prepayments	(7)	12,169	-	12,169	1,382
Cash at bank		3,134	4,193	7,327	14,784
Total current assets		<u>15,303</u>	<u>4,193</u>	<u>19,496</u>	<u>16,166</u>
Current liabilities:					
amounts falling due within one year					
Accruals		1,020	-	1,020	5,762
Total current liabilities		<u>1,020</u>	<u>-</u>	<u>1,020</u>	<u>5,762</u>
Net current assets / (liabilities)		<u>14,283</u>	<u>4,193</u>	<u>18,476</u>	<u>10,404</u>
Total assets less current liabilities		<u>363,379</u>	<u>4,193</u>	<u>367,572</u>	<u>404,126</u>
Net assets		<u>363,379</u>	<u>4,193</u>	<u>367,572</u>	<u>404,126</u>
Funds					
Unrestricted funds		363,379	-	363,379	399,933
Restricted funds		-	4,193	4,193	4,193
Total funds		<u>363,379</u>	<u>4,193</u>	<u>367,572</u>	<u>404,126</u>

The financial statements were approved by the board of trustees on 25/3/2022

David Hughes (Trustee)

Yorkshire College of Music and Drama

Notes to the accounts

for the year ended 31 July 2021

1 Accounting policies

Basis of accounting

These accounts 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. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Project and office equipment: 15%

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Yorkshire College of Music and Drama

Notes to the accounts continued

for the year ended 31 July 2021

1 Accounting policies (continued)

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

2 Grants and donations

	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Leeds City Council	26,143	-	26,143	10,000
	<u>26,143</u>	<u>-</u>	<u>26,143</u>	<u>10,000</u>

3 Staff costs and numbers

	2021 £	2020 £
Gross salaries	48,311	23,047
Pensions	710	537
	<u>49,021</u>	<u>23,584</u>

The average number employees during the year was 2, being an average of 1.7 full time equivalent (2020: 1, 1 FTE).

Defined contribution pension scheme

	2021 £	2020 £
Costs of the scheme to the charity for the year	710	537

4 Restricted funds

	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Derek Blackwell bursary	4,043	-	-	-	4,043
W Robinson Memorial Fund	150	-	-	-	150
	<u>4,193</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,193</u>

Fund name

Purpose of restriction

Derek Blackwell bursary	Funds to provide singing lessons for those who would be unable to attend the college.
W Robinson Memorial Fund	Funds for the purpose of purchasing equipment for the drama department.

Yorkshire College of Music and Drama
Notes to the accounts continued
for the year ended 31 July 2021

5 Tangible assets

	Equipment	Total
<u>Cost</u>	£	£
At 1 August 2020	50,474	50,474
At 31 July 2021	50,474	50,474
<u>Depreciation</u>		
At 1 August 2020	45,963	45,963
Charge for year	676	676
At 31 July 2021	46,639	46,639
<u>Net book value</u>		
At 31 July 2021	3,835	3,835
At 31 July 2020	4,511	4,511

6 Fixed assets investments

	2021	2020
	£	£
Carrying (market) value at beginning of year	389,211	476,165
Less: disposals at carrying value	(109,000)	(84,000)
Investment management fees	(4,666)	(4,102)
Add / (deduct): net gain / (loss) on revaluation	69,716	1,148
Carrying (market) value at end of year	345,261	389,211

Breakdown of investments agreeing with SOFA and Balance sheet

	2021	2020
	£	£
Analysis of investments at market value		
Investments listed on a recognised stock exchange, funds or trusts	343,612	379,750
Cash held as part of the investment portfolio	1,649	9,461
Total	345,261	389,211

7 Debtors and prepayments

	2021	2020
	£	£
Debtors	4,330	770
Prepayments	7,839	612
	12,169	1,382

Yorkshire College of Music and Drama

Notes to the accounts continued

for the year ended 31 July 2021

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

During the year 1 trustee, Nicholas Wayne was paid £7,356 in respect of marketing consultancy services (2020 £10,055 for the development and delivery of the Voices Yorkshire Project).

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and College Principal. The total employee benefits received by the College Principal were £15,000 (previous year: £15,000).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

9 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2021	2020
	£	£
Within one year	45,657	45,886
In the second to fifth years inclusive	129,482	175,139
	<u>175,139</u>	<u>221,025</u>

Yorkshire College of Music and Drama

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 July 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	26,143	10,000	-	-	26,143	10,000
Tuition fees	61,601	63,677	-	-	61,601	63,677
Room hire	3,794	16,994	-	-	3,794	16,994
Bank Interest	6	-	-	-	6	-
Other income	775	7,589	-	-	775	7,589
Total income	92,319	98,260	-	-	92,319	98,260
Expenditure						
Salaries, NI and pensions	49,021	23,584	-	-	49,021	23,584
Tutors' fees	57,610	67,552	-	-	57,610	67,552
Other tuition costs	1,590	1,676	-	-	1,590	1,676
Marketing and public relations	7,774	12,055	-	-	7,774	12,055
Property lease charges	45,208	42,500	-	-	45,208	42,500
Rates	2,115	4,624	-	-	2,115	4,624
Utilities and water	3,853	5,609	-	-	3,853	5,609
Cleaning and refuse	3,676	2,873	-	-	3,676	2,873
Repairs and maintenance	5,293	7,229	-	-	5,293	7,229
Health and safety	1,087	352	-	-	1,087	352
IT maintenance and software	740	319	-	-	740	319
Printing, postage and stationery	-	912	-	-	-	912
Telephone and internet	3,313	2,778	-	-	3,313	2,778
Equipment lease costs	3,548	6,139	-	-	3,548	6,139
Insurance	3,084	3,485	-	-	3,084	3,485
Food and refreshments	341	584	-	-	341	584
Investment management fees	4,666	4,102	-	-	4,666	4,102
Bank charges	782	994	-	-	782	994
Accountancy /independent exam	3,504	1,020	-	-	3,504	1,020
Depreciation	676	796	-	-	676	796
Sundry expenses	708	5,323	-	-	708	5,323
Total expenditure	198,589	194,506	-	-	198,589	194,506
Net gains/(losses) on investments	69,716	1,148	-	-	69,716	1,148
Net income / (expenditure)	(36,554)	(95,098)	-	-	(36,554)	(95,098)
Fund balances brought forward	399,933	495,031	4,193	4,193	404,126	499,224
Fund balances carried forward	363,379	399,933	4,193	4,193	367,572	404,126