

Yorkshire College of Music and Drama

Charity number 529220

Annual Report and Financial Statements

for the year ended 31 July 2023



WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

Yorkshire College of Music and Drama

Annual Report and Financial Statements for the year ended 31 July 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

Yorkshire College of Music and Drama

Trustees' report for the year ended 31 July 2023

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	Position	Dates
David Hughes		
John Varley		Resigned 6 December 2022
Lee Wallace		
Nicholas Wayne		
Sheila Howarth		Appointed 17 July 2023

Charity number	529220	Registered in England and Wales
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Registered and principal address	Bankers
St Mark's House	Barclays Bank plc
1 St Mark's Avenue	1 Churchill Place
Leeds	London
LS2 9BN	E14 5HP

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

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 2023

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

We have continued to expand our activities to provide access to music in all its forms to a greater audience of people of all ethnic, social and economic backgrounds, as well as inclusivity regarding age, gender, and physical or mental disabilities

Financial review

The net expenditure for the year was £159,261, including net expenditure of £155,068 on unrestricted funds and net expenditure of £4,193 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £94,166.

The charity does not have a reserves policy.

The trustees are carefully monitoring the charity's financial position via the use of cash flow forecasts given the reduction in unrestricted reserves in the year ending 31 July 2023. In particular actions are being taken to increase income from existing services whilst also exploring the potential for new sources of income - particularly in terms of grant funding. These actions have resulted in an improved financial position for the current financial year. Given this the trustees believe the accounts can be prepared on a going concern basis.

The trustees plans to develop a reserves policy as part of its ongoing financial monitoring actions as mentioned above - particularly once the trustees are confident that the charity has a viable recurrent financial plan.

Approved by the board of trustees on 20/05/2024

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 2023, 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.

Rhys North ACA

20/05/2024

West Yorkshire Community Accountancy Service CIO

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 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Grants and donations	(2)	4,654	-	4,654	21,124
Tuition fees		62,070	-	62,070	68,230
Room hire		21,968	-	21,968	13,577
Investment income		3,554	-	3,554	4,238
Other earned income		3,535	-	3,535	3,352
Total income		95,781	-	95,781	110,521
Expenditure on:					
Salaries, NI and pensions	(3)	65,812	-	65,812	50,147
Payroll charges		3,426	-	3,426	-
College principal and creative director		30,410	-	30,410	15,275
Tutors' fees		52,427	-	52,427	52,808
Other tuition costs		988	-	988	502
Marketing and public relations		6,376	-	6,376	1,899
Property lease charges		45,000	-	45,000	45,060
Rates		3,762	-	3,762	3,546
Utilities and water		6,307	-	6,307	8,549
Cleaning and refuse		4,650	-	4,650	4,819
Repairs and maintenance		10,529	150	10,679	2,846
Health and safety		348	-	348	324
IT maintenance and software		2,154	-	2,154	1,384
Printing		17	-	17	4,921
Telephone and internet		2,827	-	2,827	2,609
Equipment lease costs		4,622	-	4,622	5,178
Insurance		3,580	-	3,580	2,742
Food and refreshments		592	-	592	219
Investment management fees		2,833	-	2,833	3,075
Other consultancy costs		1,320	-	1,320	-
Bank charges		848	-	848	821
Accountancy and independent examination		1,920	-	1,920	1,320
Depreciation		489	-	489	575
Sundry expenses		625	-	625	1,002
Bad debts		332	-	332	532
HR support		1,780	-	1,780	1,150
Total expenditure		253,974	150	254,124	211,303
Net gains/(losses) on investments		(918)	-	(918)	(10,592)
Net income / (expenditure)		(159,111)	(150)	(159,261)	(111,374)
Transfers between funds		4,043	(4,043)	-	-
Net movement in funds		(155,068)	(4,193)	(159,261)	(111,374)
Fund balances brought forward		252,005	4,193	256,198	367,572
Fund balances carried forward	(4)	96,937	-	96,937	256,198

All incoming resources and resources expended derive from continuing activities.

Yorkshire College of Music and Drama
Balance sheet
as at 31 July 2023

		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	2,771	-	2,771	3,260
Investments	(6)	-	-	-	185,832
Total fixed assets		<u>2,771</u>	<u>-</u>	<u>2,771</u>	<u>189,092</u>
Current assets					
Debtors and prepayments	(7)	11,556	-	11,556	8,069
Cash at bank and in hand		<u>87,544</u>	<u>-</u>	<u>87,544</u>	<u>60,749</u>
Total current assets		<u>99,100</u>	<u>-</u>	<u>99,100</u>	<u>68,818</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	<u>4,934</u>	<u>-</u>	<u>4,934</u>	<u>1,712</u>
Total current liabilities		<u>4,934</u>	<u>-</u>	<u>4,934</u>	<u>1,712</u>
Net current assets / (liabilities)		<u>94,166</u>	<u>-</u>	<u>94,166</u>	<u>67,106</u>
Net assets		<u>96,937</u>	<u>-</u>	<u>96,937</u>	<u>256,198</u>
Funds					
Unrestricted funds		96,937	-	96,937	252,005
Restricted funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>4,193</u>
Total funds		<u>96,937</u>	<u>-</u>	<u>96,937</u>	<u>256,198</u>

The financial statements were approved by the board of trustees on 20/05/20204

David Hughes (Trustee)

Yorkshire College of Music and Drama

Notes to the accounts

for the year ended 31 July 2023

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, if 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 2023

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

	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Leeds City Council	4,654	-	4,654	21,124
	<u>4,654</u>	<u>-</u>	<u>4,654</u>	<u>21,124</u>

3 Staff costs and numbers

	2023 £	2022 £
Gross salaries	64,468	49,052
Pensions	1,344	1,095
	<u>65,812</u>	<u>50,147</u>

The average number of employees during the year was 2.4, being an average of 1.7 full time equivalent (2022: 2, 1.8 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2023 £	2022 £
Costs of the scheme to the charity for the year	1,344	1,095

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>150</u>	<u>(4,043)</u>	<u>-</u>

Fund name

Purpose of restriction

Derek Blackwell bursary	Funds to provide singing lessons for those who would be unable to attend the college. Transfer is to recognise costs incurred by College in recent years for providing tutor services to local schools at no cost.
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 2023

5 Tangible assets

	Equipment	Total
<u>Cost</u>	£	£
At 1 August 2022	50,474	50,474
Additions	-	-
At 31 July 2023	<u>50,474</u>	<u>50,474</u>
<u>Depreciation</u>		
At 1 August 2022	47,214	47,214
Charge for year	489	489
At 31 July 2023	<u>47,703</u>	<u>47,703</u>
<u>Net book value</u>		
At 31 July 2023	<u>2,771</u>	<u>2,771</u>
At 31 July 2022	<u>3,260</u>	<u>3,260</u>

6 Fixed assets investments

	2023	2022
	Total	Total
	£	£
Market value at beginning of year	185,832	345,261
Less: disposals at carrying value	(184,830)	(153,075)
Dividends reinvested	2,749	4,238
Investment management fees	(2,833)	(3,075)
Net gain/(loss) on revaluation	(918)	(7,517)
Market value at end of year	<u>-</u>	<u>185,832</u>

Breakdown of investments agreeing with SOFA and Balance sheet

	2023	2022
	£	£
Analysis of investments at market value		
Investments listed on a recognised stock exchange, funds or trusts	-	175,808
Cash held as part of the investment portfolio	-	10,024
	<u>-</u>	<u>185,832</u>

7 Debtors and prepayments

	2023	2022
	£	£
Debtors	3,408	-
Prepayments	8,148	8,069
	<u>11,556</u>	<u>8,069</u>

8 Creditors and accruals

	2023	2022
	£	£
Creditors	1,866	-
Accruals	1,920	1,320
Taxation and social security	880	-
Other creditors	268	392
	<u>4,934</u>	<u>1,712</u>

Yorkshire College of Music and Drama
Notes to the accounts continued
for the year ended 31 July 2023

9 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.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £19,900 (previous year: £15,275).

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2023	2022
	£	£
Within one year	46,018	43,809
In the second to fifth years inclusive	50,908	85,914
Over five years from the balance sheet date	-	-
	<u>96,926</u>	<u>129,723</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 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income						
Grants and donations	4,654	21,124	-	-	4,654	21,124
Tuition fees	62,070	68,230	-	-	62,070	68,230
Room hire	21,968	13,577	-	-	21,968	13,577
Investment income	3,554	4,238	-	-	3,554	4,238
Other earned income	3,535	3,352	-	-	3,535	3,352
Total income	95,781	110,521	-	-	95,781	110,521
Expenditure						
Salaries, NI and pensions	65,812	50,147	-	-	65,812	50,147
Payroll charges	3,426	-	-	-	3,426	-
College principal & creative director	30,410	15,275	-	-	30,410	15,275
Tutors' fees	52,427	52,808	-	-	52,427	52,808
Other tuition costs	988	502	-	-	988	502
Marketing and public relations	6,376	1,899	-	-	6,376	1,899
Property lease charges	45,000	45,060	-	-	45,000	45,060
Rates	3,762	3,546	-	-	3,762	3,546
Utilities and water	6,307	8,549	-	-	6,307	8,549
Cleaning and refuse	4,650	4,819	-	-	4,650	4,819
Repairs and maintenance	10,529	2,846	150	-	10,679	2,846
Health and safety	348	324	-	-	348	324
IT maintenance and software	2,154	1,384	-	-	2,154	1,384
Printing	17	4,921	-	-	17	4,921
Telephone and internet	2,827	2,609	-	-	2,827	2,609
Equipment lease costs	4,622	5,178	-	-	4,622	5,178
Insurance	3,580	2,742	-	-	3,580	2,742
Food and refreshments	592	219	-	-	592	219
Investment management fees	2,833	3,075	-	-	2,833	3,075
Other consultancy costs	1,320	-	-	-	1,320	-
Bank charges	848	821	-	-	848	821
Independent examination	1,920	1,320	-	-	1,920	1,320
Depreciation	489	575	-	-	489	575
Sundry expenses	625	1,002	-	-	625	1,002
Bad debts	332	532	-	-	332	532
HR support	1,780	1,150	-	-	1,780	1,150
Total expenditure	253,974	211,303	150	-	254,124	211,303
Net gains/(losses) on investments	(918)	(10,592)	-	-	(918)	(10,592)
Net income / (expenditure)	(159,111)	(111,374)	(150)	-	(159,261)	(111,374)
Transfers between funds	4,043	-	(4,043)	-	-	-
Net movement in funds	(155,068)	(111,374)	(4,193)	-	(159,261)	(111,374)
Fund balances brought forward	252,005	363,379	4,193	4,193	256,198	367,572
Fund balances carried forward	96,937	252,005	-	4,193	96,937	256,198