

**Charity Registered Number SCO 27457**

**PERTH & KINROSS MUSIC FOUNDATION**

**FINANCIAL STATEMENTS**

**Year to 30 June 2019**

# PERTH & KINROSS MUSIC FOUNDATION

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# PERTH & KINROSS MUSIC FOUNDATION

## TRUSTEES' ANNUAL REPORT

The Trustees have pleasure in presenting their annual report and financial statements for the Charity for the year ended 30 June 2019.

**Registered Charity Name** Perth & Kinross Music Foundation

**Charity Registration Number** SCO 27457

### THE TRUSTEES

The Trustees who served the Charity during the reporting period were as follows:

Mrs M MacKinnon (Chairperson)	Mr G Annan (until 28 November 2018)
Mr A Mitchell (Vice Chairperson – from 8 January 2019)	Mr N Copland (Treasurer)
Ms L Paterson (from 20 August 2018)	Mr G Murch (from 20 August 2018)

Selection was by way of personal approach.

### SECRETARY

Mrs Sheila Herron

### INDEPENDENT EXAMINER

Mr Scott Walker, CPFA BA

### STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity was established in 1998 and is governed by, and in accordance with, its constitution.

### OBJECTIVES AND ACTIVITIES

The objects of the Charity are to raise funds to help young instrumental musicians in the Perth & Kinross area. The policies adopted in the furtherance of these objects are to obtain grant funding (where possible), seek donations, and to organise fund raising events. In January 2019, Trustees agreed to establish a Reserve Fund up to an initial maximum value of £25,000 to meet unanticipated events. The full Policy is set out on page 9 of this document.

### ACHIEVEMENTS AND PERFORMANCE

**Fund raising events** generated £4,396 (2018 £2,476). These consisted of 2 concerts which raised a combined £1,700; the recovery of the deposit paid for the 2018 Quiz Night (£100), and donations relating to supporters participating in the "Gung Ho" 5km event in Edinburgh in May 2019 (£2,596). **Gift Aid Recovered** from HMRC totalled £3,786 (2018 £Nil). **Donations** received amounted to £12,224 (2018 £12,192). **Grants** received from the undernoted Trusts/Awarding Bodies totalled £26,780 (2018 £Nil):

The Gannochy Trust	The Cross Trust	TESCO Bags of Help Scheme
The Guildry Incorporation of Perth	The Jimmie Cairncross Trust	Ross & Liddel Community Bursary Scheme
The Souter Charitable Trust	Thomson Charitable Trust	Perth & Kinross Council

During the year, **financial assistance grants** totalling £21,149 (2018 £16,845) were paid out to support applicants.

## **FINANCIAL REVIEW**

The net incoming resources for the year ended 30 June 2019 were £24,771 (2018 outgoing £2,889).

## **PERTH & KINROSS MUSIC FOUNDATION**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PERTH & KINROSS MUSIC FOUNDATION**

I have examined the Management Committee's report, the Charity's accounting records, the Receipts and Payments Account, the Statement of Balances, and the attached notes for the year ended 30 June 2019, of Perth & Kinross Music Foundation (Charity Number SCO 27457) as set on pages 6 to 9 of this report.

#### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act, and the Charities Accounts (Scotland) Regulations 2006. The Charity Trustees consider that the audit requirements of Regulation 10(1) (a-c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as prepared under section 44(1)(C) of the Act and to state whether particular matters have come to my attention.

#### **BASIS OF INDEPENDENT EXAMINER'S REPORT**


My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. This examination included a review of the accounting records kept by the Charity, and a comparison of the accounts presented from those records. I also included consideration of any unusual items or disclosures in the accounts and sought explanations from the Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, no opinion is given as to whether these accounts present a "true and fair view", and this report is limited only to those matters set out in the statements below.

#### **INDEPENDENT EXAMINER'S STATEMENT**

In the course of my examination, no matter has come to my attention

- 1- Which gives me reasonable cause to believe in any material respect that the requirements
- (a) to keep accounting records in accordance with Section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounting Regulations; have not been met: or

- 2- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Scott Walker, CPFA BA  
Perth  
Scotland

15 August 2019

# PERTH & KINROSS MUSIC FOUNDATION

## RECEIPTS & PAYMENTS ACCOUNT for the year ended 30 June 2019

	Notes	Total Funds 2019 £	Total Funds 2018 £
<b>RECEIPTS</b>			
Voluntary Income	1	47,236	14,668
Investment Income	2	65	2
<b>TOTAL RECEIPTS</b>		<b><u>47,301</u></b>	<b><u>14,670</u></b>
<b>PAYMENTS</b>			
Grants and Other Expenses	3	22,529	17,559
<b>TOTAL PAYMENTS</b>		<b><u>22,529</u></b>	<b><u>17,559</u></b>
<b>NET INCOMING RESOURCES FOR THE YEAR</b>		<b><u>24,771</u></b>	<b><u>-2,889</u></b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>32,896</u></b>	<b><u>8,125</u></b>

The Receipts and Payments Account includes all gains and losses in the year and therefore a total recognised gains and losses report has not been prepared. All of the above amounts relate to continuing activities.

# PERTH & KINROSS MUSIC FOUNDATION

## STATEMENT OF BALANCES

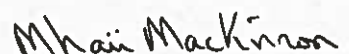
as at 30 June 2019

	Notes	2019 £	2018 £
<b>CURRENT ASSETS</b>			
Cash at Bank – Current Account		15,397	8,125
Deposit Account	4	17,500	0
<b>NET CURRENT ASSETS</b>		<b><u>32,897</u></b>	<b><u>8,125</u></b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b><u>8,125</u></b>
<b>FUNDS</b>			
Unrestricted Income Funds		15,397	8,125
Reserve Fund	4	17,500	0
<b>TOTAL FUNDS</b>		<b><u>32,897</u></b>	<b><u>8,125</u></b>

These financial statements were approved by the Trustees on 3 September 2019 and are signed of their behalf by:



Mr N Copland, FCCA, FMAAT  
Treasurer



Mrs M MacKinnon  
Chairperson

## PERTH & KINROSS MUSIC FOUNDATION

Notes to the financial statements for the year ended 30 June 2019

	Unrestricted Funds £	Total Funds 2019 £	Total Funds 2018 £
<b>VOLUNTARY INCOME</b>			
Grants Received from Awarding Bodies	26,780	26,780	0
Donations	12,224	12,224	12,192
Fund Raising Activities (Gross)	4,396	4,396	2,476
Gift Aid Recovered	3,786	3,786	0
Other Income	50	50	0
<b>TOTAL VOLUNTARY INCOME</b>	<b><u>47,236</u></b>	<b><u>47,236</u></b>	<b><u>14,668</u></b>
<b>INVESTMENT INCOME</b>			
Bank Interest Receivable	65	65	2
<b>TOTAL INVESTMENT INCOME</b>	<b><u>65</u></b>	<b><u>65</u></b>	<b><u>2</u></b>

	Grant Funding Activities £	Total Funds 2019	Total Funds 2018
	£	0	0
<b>GRANTS AND OTHER EXPENSES</b>			
Financial Assistance Grants Paid	21,149	21,149	16,845
Costs in furtherance of Charitable Activities	525	525	114
Honorarium Fees	600	600	600
Other Costs	255	255	0
<b>TOTAL GRANTS AND OTHER EXPENSES</b>	<b><u>22,529</u></b>	<b><u>22,529</u></b>	<b><u>17,559</u></b>

### STAFF COSTS AND EMOLUMENTS

No salaries or wages have been paid to employees, including members of the committee.

### RESERVE FUND

In January 2019, Trustees agreed to establish a Reserve Fund to cater for any unexpected increase in applications for financial assistance, and/or a reduction in income from fund raising activities, and/or grant awarding bodies. The maximum amount to be held at any one time was initially agreed as £25,000. The full Reserves Policy approved by Trustees is published on the following page. The amount transferred to the Reserve Fund during the current year was £17,500.



## **PERTH & KINROSS MUSIC FOUNDATION RESERVES POLICY**

The undernoted reserves policy was approved by Trustees at their meeting on 8 January 2019.

### **Description of the charity, its beneficiaries, and its funding streams.**

Perth & Kinross Music Foundation was established in January 1998 to advance the instrumental music education of the pupils of Perth & Kinross schools. The beneficiaries of the Foundation's activities will be families from low income households across Perth & Kinross, whose children are accessing either individual instrumental music tuition and/or participating in Central Group activities organised by Perth & Kinross Council Instrumental Music Service. The charity will raise funds via locally organised fundraising events, seeking donations from individual and group sponsors/supporters, and applying to grant awarding bodies (both nationally and locally) which support the promotion of music tuition/education for young people.

### **The rationale behind the reserves policy.**

The purpose of this reserves policy will be to secure the future sustainability of the Foundation's finances in the event of unanticipated levels of applications for financial support, and/or a reduction in funding secured from grant awarding bodies, or from our own fundraising events and supporters.

### **Steps taken to establish the level of reserves.**

The Trustees have considered the various issues surrounding whether or not a reserve fund is necessary, and have reached the conclusion that it would be financially prudent to establish a reserve fund to ensure financial sustainability for at least one year's operations, thus allowing Trustees to review activities and take appropriate action to respond, should any of the above events materialise.

### **The level of reserves to be held.**

An initial maximum of £25,000, was agreed to be set aside incrementally as finances allow over the coming years.

### **How and when the Reserves Policy will be reviewed.**

This Reserves Policy, and the balance to be held in the reserve fund, will be reviewed by Trustees annually at The Foundation's Annual General Meeting.

