

Charity Registered Number SCO 27457

PERTH & KINROSS MUSIC FOUNDATION

FINANCIAL STATEMENTS

Year to 30 June 2020

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 2020.

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 A Mitchell (Vice Chairperson)	Mr N Copland (Treasurer)
Ms L Paterson	Mr G Murch	

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 which was reviewed and updated in February 2020. The updated constitution document was approved by OSCR in March 2020.

OBJECTIVES AND ACTIVITIES

The objects of the Charity are to raise funds to pay the fees charged by Perth & Kinross Council for instrumental music tuition fees, and/or attendance at Central Groups. We aim to fund fees charged to young musicians across the Perth & Kinross Council area who come from financially challenged families. To further these objects we aim 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 £1,774 (2019 £4,396). These consisted of a concert which raised £1,158, a Quiz night raised £576, and Cash for Clothes Donations £40. **Gift Aid Recovered** from HMRC totalled £2,925 (2019 £3,786). **Donations** received amounted to £11,313 (2019 £12,224). **Grants** received from the undernoted Trusts/Awarding Bodies totalled £21,000 (2019 £26,780):

The Gannochy Trust	The Jimmie Cairncross Trust	Forteviot Trust
Thomson Charitable Trust	Perth & Kinross Council	William Syson Foundation

During the year, **financial assistance grants** totalling £16,977 (2019 £21,149) were paid out to support applicants. This sum covered 90 individuals (2019 96).

FINANCIAL REVIEW

The net incoming resources for the year ended 30 June 2020 were £19,373 (2019 £24,771).

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 2020 of Perth & Kinross Music Foundation (Charity Number SCO 27457) as set on pages 5 to 8 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

10 August 2020

PERTH & KINROSS MUSIC FOUNDATION

RECEIPTS & PAYMENTS ACCOUNT for the year ended 30 June 2020

	Notes	Total Funds 2020 £	Total Funds 2019 £
RECEIPTS			
Voluntary Income	1	37,012	47,236
Investment Income	2	184	65
TOTAL RECEIPTS		<u>37,196</u>	<u>47,301</u>
PAYMENTS			
Grants and Other Expenses	3	17,823	22,529
TOTAL PAYMENTS		<u>17,823</u>	<u>22,529</u>
NET INCOMING RESOURCES FOR THE YEAR		<u>19,373</u>	<u>24,771</u>
TOTAL FUNDS CARRIED FORWARD		<u>52,269</u>	<u>32,896</u>

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 2020**

	Notes	2020 £	2019 £
CURRENT ASSETS			
Cash at Bank – Current Account		27,269	15,397
Deposit Account	4	25,000	17,500
NET CURRENT ASSETS		<u>52,269</u>	<u>32,897</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
FUNDS			
Unrestricted Income Funds		27,269	15,397
Reserve Fund	4	25,000	17,500
TOTAL FUNDS		<u>52,269</u>	<u>32,897</u>

These financial statements were approved by the Trustees on 25 August 2020 and are signed of their behalf by:

Mr N Copland, FCCA, FMAAT
Treasurer

N Copland
20/08/2020

Mrs M MacKinnon
Chairperson

Mhairi MacKinnon
20/8/2020

PERTH & KINROSS MUSIC FOUNDATION

Notes to the financial statements for the year ended 30 June 2020

	Unrestricted Funds £	Total Funds 2020 £	Total Funds 2019 £
VOLUNTARY INCOME			
Grants Received from Awarding Bodies	21,000	21,000	26,780
Donations	11,313	11,313	12,224
Fund Raising Activities (Gross)	1,774	1,774	4,396
Gift Aid Recovered	2,925	2,925	3,786
Other Income			50
TOTAL VOLUNTARY INCOME	<u>37,012</u>	<u>37,012</u>	<u>47,236</u>
INVESTMENT INCOME			
Bank Interest Receivable	184	184	65
TOTAL INVESTMENT INCOME	<u>184</u>	<u>184</u>	<u>65</u>
	Grant Funding Activities £	Total Funds 2020 £	Total Funds 2019 £
GRANTS AND OTHER EXPENSES			
Financial Assistance Grants Paid	16,977	16,977	21,149
Costs in furtherance of Charitable Activities	246	246	525
Honorarium Fees	600	600	600
Other Costs			255
TOTAL GRANTS AND OTHER EXPENSES	<u>17,823</u>	<u>17,823</u>	<u>22,529</u>

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. This was reviewed at the Foundation's AGM in September 2019 and no changes were made. The amount transferred to the Reserve Fund during the current year was £7,500.

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.

8 January 2019