

**Charity Registered Number SCO 27457**

**PERTH & KINROSS MUSIC FOUNDATION**

**FINANCIAL STATEMENTS**

**Year to 30 June 2022**

# PERTH & KINROSS MUSIC FOUNDATION

<b>CONTENTS</b>	<b>Page</b>
Trustees' Annual Report	3
Independent Examiner's Report	4
Receipts & Payments Account	5
Statement of Balances	6
Notes to Financial Statements	7
Reserves Policy	8

## 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 2022.

**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 (or associated costs incurred) 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, and support the Instrumental Music Service to provide music tuition for all Perth & Kinross school children. To further these objects, we aim to obtain grant funding (where possible), seek donations, and 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 future events. The full Policy is set out on page 8 of this document.

### ACHIEVEMENTS AND PERFORMANCE

**Fund raising events** generated £60 (2021 £zero). This related to the refund of a deposit for a previously arranged fund raising event. **Gift Aid Recovered** from HMRC totalled £1,529 (2021 £2,089). **Donations** received amounted to £2,671 (2021 £6,016). **Grants** received from Trusts/Awarding Bodies totalled £zero (2021 £15,300). The Gannochy Trust kindly agreed that we could carry over the £8,000 received from them in 2020/21.

During the year, **grants** totalling £10,485 (2021 £8,260) were paid out. This sum covered both late individual fee applications for 2020/21, plus the grant paid to the Instrumental Music Service to support the increase in young people applying for tuition, following the abolition of fees by the Scottish Government from August 2021.

### FINANCIAL REVIEW

The net outgoing resources for the year ended 30 June 2022 were £7,050 (2021 incoming £14,441).

## **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 2022 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 2022

## PERTH & KINROSS MUSIC FOUNDATION

### RECEIPTS & PAYMENTS ACCOUNT for the year ended 30 June 2022

	Notes	Total Funds 2022 £	Total Funds 2021 £
<b>RECEIPTS</b>			
Voluntary Income	1	4,260	23,495
Investment Income	2	70	61
<b>TOTAL RECEIPTS</b>		<b><u>4,330</u></b>	<b><u>23,556</u></b>
<b>PAYMENTS</b>			
Grants and Other Expenses	3	11,380	9,115
<b>TOTAL PAYMENTS</b>		<b><u>11,380</u></b>	<b><u>9,115</u></b>
<b>NET INCOMING/OUTGOING RESOURCES FOR THE YEAR</b>		<b><u>(7,050)</u></b>	<b><u>14,441</u></b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>59,660</u></b>	<b><u>66,710</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.

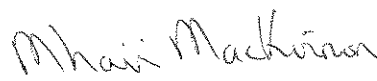
**PERTH & KINROSS MUSIC FOUNDATION**

**STATEMENT OF BALANCES**  
as at 30 June 2021

	Notes	2022 £	2021 £
<b>CURRENT ASSETS</b>			
Cash at Bank – Current Account		34,660	41,710
Deposit Account	4	25,000	25,000
<b>NET CURRENT ASSETS</b>		<b><u>59,660</u></b>	<b><u>66,710</u></b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
<b>FUNDS</b>			
Unrestricted Income Funds		34,660	41,710
Reserve Fund	4	25,000	25,000
<b>TOTAL FUNDS</b>		<b><u>59,660</u></b>	<b><u>66,710</u></b>

These financial statements were approved by the Trustees on 13 September 2021 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 2022

	Unrestricted Funds £	Total Funds 2022	Total Funds 2021 £
<b>1 VOLUNTARY INCOME</b>			
Grants Received from Awarding Bodies	0	0	15,300
Donations	2,671	2,671	6,106
Fund Raising Activities (Gross)	60	60	0
Gift Aid Recovered	1,529	1,529	2,089
Other Income	0	0	0
<b>TOTAL VOLUNTARY INCOME</b>	<b><u>4,260</u></b>	<b><u>4,260</u></b>	<b><u>23,495</u></b>
<b>2 INVESTMENT INCOME</b>			
Bank Interest Receivable	70	70	61
<b>TOTAL INVESTMENT INCOME</b>	<b><u>70</u></b>	<b><u>70</u></b>	<b><u>61</u></b>
<b>3 GRANTS AND OTHER EXPENSES</b>			
	<b>Grant Funding Activities £</b>	<b>Total Funds 2021 £</b>	
Financial Assistance Grants Paid	10,486	10,486	8,260
Costs in furtherance of Charitable Activities	155	155	155
Honorarium Fees	650	650	650
Other Costs	90	90	50
<b>TOTAL GRANTS AND OTHER EXPENSES</b>	<b><u>11,381</u></b>	<b><u>11,381</u></b>	<b><u>9,115</u></b>

### STAFF COSTS AND EMOLUMENTS

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

### 4 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 August 2021 and no changes were made. There were no sums transferred to the Reserve Fund during the current year.

## **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 help 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. In addition, the Foundation will provide assistance to the Instrumental Music Service itself by way of a grant to cover the costs of educational resources to support the continued provision of instrumental music tuition. 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 and provision 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