



CHANGING TUNES

Report and Financial Statements

of Changing Tunes Limited



Annual Concert, St Matthew's Church, October 2019

For the period 1 January 2019 to 31 December 2019

Charity No. 1144789

Company No. 07791242

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Structure, governance, and management

Charitable Status

Changing Tunes is a company limited by guarantee (number 07791242) which was incorporated on 29 September 2011. It attained registered charity status with the Charity Commission of England and Wales (number 1144789) on 24 November 2011.

This charity was set up to take over the activities of an existing unincorporated charity of the same name, which was founded in 1997 as part of the work of the Bristol Chaplaincy, established as an Association with a Constitution on 2 February 2000, and granted charitable status on 2 March 2000 (charity number 1079673). As such, the assets and funds of the unincorporated charity were donated to this charity on 31 December 2011.

The Charitable Objects

The object for which the Charity is established is as follows:

The advancement of education of prisoners and ex-prisoners in all forms of music and the performing arts with a view to aiding their rehabilitation and to further their rehabilitation by whatever means the trustees may from time to time decide.

Trustees

The charity trustees meet at least four times a year to discuss and review the progress and development of the charity, and are kept up-to-date, between meetings, by email. Where a requirement for a new trustee is identified, suitable individuals are identified and appointed by the remaining trustees. The Chairman of Trustees is responsible for the induction of any new trustee. New trustees have to gain an awareness of trustees' responsibilities, the governing document, administrative procedures, and the history and philosophy of the charity.

Risk Management

The trustees have reviewed the major risks and there are systems in place to manage those risks.

With Thanks

We would like to thank all those who have supported the Charity this year including:

A B Charitable Trust	Souter Charitable Trust
Austin Bailey Foundation	The Bromley Trust
Barnabus Trust	The Burden Trust
Bergman Lehane Trust	The Goldsmiths' Company Charity
BLF Awards for All	The Jamieson-Bystock Trust
Charlotte Bonham-Carter Charitable Trust	The Jerusalem Trust
Constance Travis Charitable Trust	The Leonard Laity Stoate Charitable Trust
Fulmer Charitable Trust	The MacFarlane Walker Trust
Gloucestershire Community Foundation	The Nisbet Charitable Trust
Haleon Trust	The Norman Charitable Trust
Hampshire PCC	The Valentine Charitable Trust
Harrison-Frank Family Foundation	The Walter Guinness Charitable Trust
Heathcoat-Amory Charitable Trust	Three Oaks Trust
Henry Smith Charitable Trust	W F Southall Trust
Hoddell Charitable Trust	Weinstock Fund
Invigorate Charitable Trust	
Jack Lane Charitable Trust	
JR & SA Brooks Charitable Trust	
Lancaster Foundation	
Lloyd Robinson Foundation	
Noel Buxton Trust	
Orr Mackintosh Foundation	
Park Family Charitable Trust	
Persula Foundation	
Quartet Community Foundation	
Rowley Trust	
Seedbed Christian	
SMB Trust	

...and many individuals and other organisations.

Charity Information

Patrons

Malcolm Archer	Director of Chapel Music, Winchester College
Suzy Dymond-White	Governor of HMP Eastwood Park and former Governor of HMP Bristol
Right Revd Mike Hill	Retired Bishop of Bristol
Stephen Kinsella	Prison Patron HMP Eastwood Park
Stephen Hoddell	ex-Chair of Samaritans

Founder and Patron

Dr Richard Pendlebury FRSA MBE DL

Trustees

Andrew Wood BSc ACA (Chairman)	Jane Lings MA B.Ed	David Comer
Richard Sayer BA Hons, BSocSci Hons	Glenn Lord (<i>until 1 May 2019</i>)	James Rimmer MSc BSc
Philip Jackman (<i>From 22 April 2020</i>)	James Thorne (<i>From 22 April 2020</i>)	HHJ Michael Cullum

Staff

Chief Executive	David Jones (from June 2019)
Interim Chief Executive	Richard Reddrop (resigned June 2019)
Ambassador	Lizzie Bond MA, BA Hons (resigned August 2019)
Musical Director	Gareth Hamer
Fundraising Manager	Rea Mole
Office Manager	Amelie Taylor
Volunteer Finance Manager	Alison Edmonds
Volunteer Staff	Rosie Learmonth
Volunteer Staff	Regina Juhasz
Administrator	Mike Somorjay
Senior Musician in Residence	Fran Key
Senior Musician in Residence	Simon Torrance
Musician in Residence	David Fugler
Musician in Residence	Clive Edwards
Musician in Residence	Scott Freeman
Musician in Residence	Andy Osborne
Musician in Residence	Mike Griffiths
Musician in Residence	Anna Kissell
Musician in Residence	Peter Truin (<i>resigned September 2019</i>)
Musician in Residence	Cam Harper (from September 2019)
Musician in Residence	Stuart Heath (from September 2019)

Independent Examiner

Ed Marsh BSc (Hons) FCA DChA, Burton Sweet, The Clock Tower, 5 Farleigh Court, Old Weston Road, Flax Bourton, Bristol BS48 1UR

Bankers

Lloyds TSB, 317 Gloucester Road, Bristol, BS7 8PG
Virgin Bank, Jubilee House, Gosforth, NE3 4PL

Office: PO Box 2646, Bristol, BS6 9BU

Telephone: 0844 414 6083 | **Email:** info@changingtunes.org.uk | **Website:** www.changingtunes.org.uk

Trustees' Report

The Trustees present their report and the financial statements which have been independently examined for the year ended 31 December 2019.

Chairman's report

I write this report in the middle of the biggest global disruption since the 1940s, with a very indeterminate future and outcome but looking forward to when, as surely we will, we return to degree of normality. That normality will, almost certainly, be quite different from that we have known for very many decades.

Working in the criminal justice sector, we are very mindful indeed of not only the impact on physical health, on those living in higher-risk, densely-populated environments like prisons but also, critically, on the longer-term mental health impact on those in and out of prison, including our wider society, particularly those also serving our healthcare systems.

Overall, the impact of the COVID virus has been fundamental to delivery of our core services, with prisons entering 'lockdown' in March. We protected the financial reserves of the charity by placing all musicians on furlough, benefitting from Government support, but also developed remote support activities to prisoners. We also placed on furlough most office staff, with the exception of our fundraiser, and are continuing to take full advantage of new flexibility in part-time furlough arrangements, as prisons work towards re-opening. Reserves are at a sufficient level to give reasonable certainty about longer-term sustainability and ongoing fundraising activity has produced encouraging results to date.

2019, for Changing Tunes, as I indicated at this time last year it would be, was the greatest year of transition I can recall, due to changes in the Chief Executive postholder. However, the board feels incredibly blessed in that it became a largely seamless transition, with Lizzie Bond continuing to support some fundraising work and conduct a piece of work on our post-release strategy, Richard Reddrop keeping the charity functioning extremely well in the first half of the year, before Dave Jones started in June. We are truly indebted to all these individuals for their professionalism and commitment in this transitional period, showing great leadership of the wider team.

The board is excited by new challenges that Dave Jones has brought to the fore, ranging from development of our post-release work, specialisms across the prison estate (e.g. young offenders and women's prisons), and pushing the case for prison-funded work, thereby increasing our sustainability.

We also, in the latter half of 2019, worked towards a fully-agreed merger of the Changing Tunes Midlands franchise (a standalone charity) into Changing Tunes, and this process completed on 31st March 2020, the year-end of the former entity, with all assets and staff being transferred across. We are particularly delighted that this has been an entirely harmonious discussion and process, and also that two of the Midlands trustees will join the board, providing that much-valued regional representation, with the prisons and local funders.

We must also put on record our great thanks to those funders who see, and support, the transformational impact of the work we do, a purpose and outcome which is in the interest of every member of society.

As is always the case, I must thank all of our staff, from our new Chief Executive and office support staff, to all of our musicians delivering the work within the prison environment and elsewhere, for their determined commitment to delivering this value-restoring, life-changing work. We have been extremely fortunate indeed, over the years, and with great stability, to have working with us the most talented of musicians, but each of whom has been willing to put their talent second to developing the gifts of those who often have little opportunity to better themselves, and to use music for great and beneficial therapeutic effect.

We look forward to serving those in, and released from, prison during the remainder of 2020, as far as we are allowed to continue doing so.

Andrew Wood
Chairman of Trustees
April 2020

Statement of public benefit

The trustees have complied with their legal duty under the Charities Act to have regard to the public benefit guidance published by the Charity Commission.

Chief Executive's Report

I feel extremely proud to be writing this report as the new Chief Executive of Changing Tunes. The last year has been one of transition and I am pleased to be able to report that the transition from Lizzie to Richard to myself has gone better than anyone could have hoped for. The organisation has coped very well with the change in leadership and has, in many ways, thrived through it. This organisational resilience is due in equal parts to strong governance and the positive outlook of staff and volunteers. The charity has reviewed key areas of its work and broke even, financially, all of which bodes well for 2020!

Overview of 2019

The Year in Numbers:

Group music sessions delivered	1,148
1:1 sessions delivered	32
Participants worked with	450
Audience numbers	2,109
Performances given	48
Recordings made	22
Awards received	18

Not all of the plans set out in our last set of accounts have been achieved due in part to the change in leadership, but significant amounts of development has been achieved. Overall we are very pleased with the work done during the year.

Plans for 2019	Progress Achieved
To increase our prison income from two more prisons	In 2019 we received income of £16,159 from prisons, an increase on the previous year.
To maintain our individual giving income at 23% of overall income	Individual giving came in at 13% of overall income partly due to an increase in prison funding.
To develop ambassadorial relationships with two churches	We did not do this but we have created a Champions scheme and have recruited our first champion.
To develop our plan for generating a separate trading income stream	Ideas for this have been identified but shelved in lieu of new strategy to generate more income direct from prisons.
To continue to seek out new partnership opportunities for prison and post-release work which will enable us to support beneficiaries in the most effective and efficient fashion	As an outgoing piece of work Lizzie undertook an audit of our post-release work, culminating in a range of recommendations for future developments. These recommendations have been worked on by staff and Trustees at a Team Day. More work will follow in 2020.

Plans for 2019	Progress Achieved
To improve and develop our monitoring and evaluation measurement framework	Our bespoke Monitoring and Evaluation app (version 2) has been rolled out across the organisation and is already generating better information.
To begin new partnerships with other establishments or charities (e.g. St Mungo's)	Our funded partnership with St Mungo's started in September and gone down well with the clients.
To continue to support Changing Tunes Midlands	We have provided recruitment and training support for 3 new musicians in the Midlands as they have grown in to new prisons.
Continue delivering services in prison and the community to our high standards	We have had some wonderful feedback that testifies to the quality of our service delivery. Feedback has been received from Governors, Participants, families of Participants and Chaplains.
To improve Changing Tunes' profile through new PR, marketing and external communication activities.	New film and infographic generated to better showcase our work

Staffing

Changing Tunes continues to benefit from the commitment and skills of its staff and volunteers. Lizzie Bond and Richard Reddrop led the organisation through the transition period, handing over to me in June 2020. Amelie Taylor joined the team in April as Office Manager bringing a wealth of knowledge of the Arts scene. Pete Truin relocated away from Bristol leaving a gap in both HMP Bristol and Vinney Green. We have successfully recruited a replacement for Bristol who started in early 2020. We recruited a couple of new volunteers to support in prisons and post-release.

Fundraising and Communications

Fundraising is a constant focus for the organisation. Working with Rea and our volunteer Fundraising Assistant, Rosie, we have developed extremely effective processes for building strong relationships with, and making attractive approaches to, funders. Here are some of the highlights from the year:

- The PCC Hampshire and Isle-of-Wight awarded us £9,000 towards our work in HMP Winchester, HMP Albany, and HMP Parkhurst and our Hampshire post-release work: This is almost double the amount given in the previous year
- The AB Charitable Trust awarded us an unrestricted grant of £15,000 reflecting the strength of our reporting and the engagement with this funder
- Changing Tunes' bid for Lottery funding, for the first time, and was successful, being awarded an Awards for All (Big Lottery) grant of £9,990 for our new St Mungo's project. This enabled us to launch a partnership project that has strong potential to drive forward our mission, in that it is being facilitated by one of our former beneficiaries, who is now a Changing Tunes Musician-in-Residence and it is enabling us to bring the benefits of our work to ex-prisoners, with whom we haven't already engaged in prison, extending our reach in a responsible and sustainable way. It paves the way for us to apply for bigger pots of money e.g. Big Lottery Reaching Communities Fund
- The Nisbet Family Charitable Trust gave us £12,000 for work at Vinney Green Secure Children's Home. This was a re-engagement with this funder, which donated £1,000 in 2015, enabling us to generate learning and outcomes to help us build the case to funders and partners for the growth of our work in youth secure units where we operate.
- The Valentine Trust gave us £10,000 towards our work at HMP Guys Marsh
- Seedbed Foundation (now wound up) awarded us £10,000 of unrestricted income.

We have developed our profile and formed new relationships with major donors, including through a presentation and performance at an event in London hosted by Clinks and the City of London Mayor. An influential philanthropist has pledged support to us and we are in the process of exploring what the level of that donation will be. This has put energy behind our work to cultivate a growing family of 'major donors', as a sustainable way of building unrestricted income.

We have had a renewed focus on our communications, looking at the best way to get the message out about our work to maximise support. This culminated in us producing a short video all about our work in HMP Eastwood Park, including comments from participants and strategic partners.

Financial Review

Income in 2019 was £279,130, compared to £356,852 in 2018, of which 74% was unrestricted funds and expenditure was £272,047. This enabled the organisation to slightly increase reserves to £143,113 putting the organisation in a strong financial position.

Unrestricted funds at the year-end stood at £98,771 with £3,649 tied up in fixed assets. The reserves policy of the charity prescribes maintaining a balance of three to six months' expenditure. This equates to reserves of between £68,000 and £136,000 and, at the year-end, free reserves were £95,122, which was well within this range. No funds, whether restricted or unrestricted, were in deficit at the year-end. The Trustees are pleased to report that reserves have been maintained during this year of transition.

Impact of Covid-19

The COVID-19 crisis has had a significant impact on Changing Tunes, like many other charities. It has primarily affected our voluntary income from Prisons as well as some grant-making Trust income. We have been able to make use of the government's Job Retention Scheme and also the Discretionary Grant to offset some of our fixed costs. Our healthy unrestricted reserves will more than cover these partial losses in income and see us through to the time when we can restart receiving voluntary income. The adaptation of some of our services has also generated new income streams, further supporting our sustainability at this time.

Plans for the next 12 months

The next 12 months will be an important period for the organisation. A decision was taken by the Boards of Trustees of both Changing Tunes South West and Changing Tunes Midlands to merge with effect from 1st April 2020. This organisational change will allow us to move forward as one organisation, developing thematically and strategically, and removing any duplicated costs of operating two charities. In 2020 we want to **Specialise, Replicate, Grow** and **Deepen** the work we do:

Specialise	Develop tailored music programs for specific participant groups, e.g. our new project for vulnerable women who self-harm and are at risk of suicide
Replicate	Grow our work across the female prison estate
	Replicate the success of our work with young offenders, by developing programs in more secure children's homes where we operate
	Develop a bespoke Theory of Change for our work with young offenders in secure children's homes
Grow	Build our capacity for increased service delivery in existing partner prisons with high demand e.g. delivering more weekly sessions to accommodate more potential participants who are on waiting lists to join Changing Tunes

Expand our presence to prisons in South Wales e.g. HMP Parc and HMP Usk

Develop our post-release work by creating 2 New Hubs; in South Wales and Devon, in partnership with rehabilitation services and arts organisations

Double the number of ex-prisoners we engage in our long-term post-release work

Deepen

Roll out our 'Post-release Pathways', supporting participants to progress on to volunteering, training and professional opportunities, available with Changing Tunes and our partners

Develop our public performance programme, creating more opportunities for ex-prisoners to present their work and share their stories with audiences

Develop our artistic partners and audiences

Develop our communications with all partners

Some of these plans will no doubt be affected by the outbreak of COVID-19.

Statement of Trustees' responsibilities

The trustees (who are also directors of Changing Tunes for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed by order of the Trustees

Andrew Wood, Chairman

Date: 12 August 2020

Independent Examiner's Report to the Trustees of Changing Tunes

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Ed Marsh FCA, DChA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 12 August 2020

**CHANGING TUNES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Income from:					
Donations	2	201,061	61,164	262,225	348,033
Other Trading Activities	3	753	-	753	794
Charitable Activities		3,426	12,726	16,152	8,025
Total income		<u>205,240</u>	<u>73,890</u>	<u>279,130</u>	<u>356,852</u>
Expenditure on:					
Raising Funds	4	30,774	-	30,774	34,205
Charitable Activities	5	178,268	63,005	241,273	263,017
Total expenditure		<u>209,042</u>	<u>63,005</u>	<u>272,047</u>	<u>297,222</u>
Net income/(expenditure) and movement in funds	8	(3,802)	10,885	7,083	59,630
Total funds at 1 January 2019		102,573	33,457	136,030	76,400
Total funds at 31 December 2019	13	<u>98,771</u>	<u>44,342</u>	<u>143,113</u>	<u>136,030</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All the activities of the charity are classes as continuing.

Prior year fund comparatives are shown in note 9.

The notes on pages 13 to 22 form part of these financial statements.

**CHANGING TUNES
BALANCE SHEET
AS AT 31 DECEMBER 2019**

Company number 07791242

	Note	2019 £	2018 £
Fixed assets			
Tangible assets	10	3,649	1,441
Current assets			
Debtors	11	1,884	4,675
Cash at bank and in hand		143,106	136,637
		<u>144,990</u>	<u>141,312</u>
Liabilities			
Creditors: amounts falling due within one year	12	(5,526)	(6,723)
Net current assets		139,464	134,589
Total net assets		<u>143,113</u>	<u>136,030</u>
Funds			
Restricted	14	44,342	33,457
Unrestricted funds			
Fixed assets net book value	14	3,649	1,441
Free Reserves	14	95,122	101,132
		<u>143,113</u>	<u>136,030</u>

For the year ended 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the trustees on 9th July 2020 and are signed on their behalf by:

.....
Andrew Wood
Chairman of Trustees

The notes on pages 13 to 22 form part of these financial statements.

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006, applicable Accounting Standards in the United Kingdom, the Financial Reporting Standard 102 (effective January 2016), the Charities Act 2011 and the requirements of the Recommended Practice, Accounting and Reporting by Charities (SORP FRS 102).

The charity is a public benefit entity as defined under FRS 102.

There are no material uncertainties about the charity's ability to continue as a going concern, despite the significant uncertainty being caused by the worldwide COVID-19 crisis. Whilst the Trustees expect there to be a significant impact on the charity's operations and reserves in the coming months and years, the charity has sufficient reserves to be able to meet these challenges

Income

Income from donations is included in income when these are receivable, except as follows:

I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;

II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Investment income is included on a receivable basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis, inclusive of any VAT which can be recovered.

Fixed assets

Fixed assets are stated at cost with purchases of £500 or greater being capitalised. Depreciation is calculated so as to write off the cost of fixed assets over the useful life as follows:

Music Equipment	25% reducing balance
Office Equipment	25% straight line

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Bank

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be undesignated at any time at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

2 Donations

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Individual gifts	34,853	-	34,853	90,112
Church gifts	7,306	1,720	9,026	7,460
Grants receivable:				
A B Charitable Trust	15,000	-	15,000	15,000
The Anchor Foundation	-	-	-	6,000
The Bromley Trust	10,000	-	10,000	10,000
BLF Awards for All	1,998	7,992	9,990	-
The Burden Trust	6,000	-	6,000	6,000
The Charles Hayward Foundation	-	-	-	7,000
Constance Travis Charitable Trust	4,000	-	4,000	4,000
Charlotte Bonham-Carter Charitable Trust	320	1,680	2,000	-
Didymus	-	-	-	5,000
D'Oyly Carte Charitable Trust	-	-	-	3,000
Drapers Charitable Trust	-	-	-	15,000
Eleanor Rathbone Trust	-	-	-	2,000
Fulmer Charitable Trust	2,000	1,000	3,000	-
Gloucestershire Community Foundation	203	2,298	2,501	-
Goldsmiths Charitable Trust	20,000	-	20,000	20,000
Hampshire PCC	1,350	7,650	9,000	5,000
Harrison-Frank Family Foundation	3,000	400	3,400	5,000
Henry Smith Charitable Trust	52,500	-	52,500	-
Hobson Charity	-	-	-	4,100
Invigorate Charitable Trust	5,000	-	5,000	-
The Jamieson-Bystock Trust	166	1,834	2,000	-
The John Raynor Charitable Trust	-	-	-	2,000
John Thaw Charitable Trust	-	-	-	2,000
Laura Kinsella Foundation	-	-	-	10,000
Lloyds TSB Foundation	-	-	-	14,939
Monument Trust	-	-	-	25,000
The Nisbet Charitable Trust	2,160	9,840	12,000	-
Noel Buxton Trust	-	2,000	2,000	1,800
Small restricted donations from trusts	14,455	3,000	17,455	23,700
Patsy Wood Charitable Trust	-	-	-	25,000
Persula Foundation	3,000	-	3,000	2,500
Quartet Community Foundation	-	-	-	12,000
Seedbed Christian	10,000	-	10,000	-
Souter Charitable Trust	3,000	-	3,000	3,000
St Thomas Ecclesiastical Charity	-	-	-	1,422
The Syder Foundation	-	-	-	2,000
Three Oaks Trust	1,000	4,000	5,000	5,000
Valentine Charitable Trust	2,000	8,000	10,000	10,000
Weinstock Fund	600	4,400	5,000	-
Walter Guinness	700	2,800	3,500	3,000
WF Southall Trust	450	2,550	3,000	-
	201,061	61,164	262,225	348,033

See note 16 for the prior year fund comparatives.

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

3 Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Events	580	-	580	402
CD Sales	173	-	173	392
	<u>753</u>	<u>-</u>	<u>753</u>	<u>794</u>

See note 16 for the prior year fund comparatives.

4 Raising funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Fundraising costs	30,774	-	30,774	34,205
	<u>30,774</u>	<u>-</u>	<u>30,774</u>	<u>34,205</u>

See note 16 for the prior year fund comparatives.

5 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
Salaries and staff costs	132,715	50,271	182,986	187,967
Post-release costs	6,556	8,001	14,557	17,720
Equipment	-	572	572	2,583
Travel and subsistence	1,109	165	1,274	8,341
Training	7,317	2,816	10,133	5,191
Office costs	22,219	249	22,468	22,492
Recruitment	437	-	437	563
Accountancy Fees	3,305	-	3,305	8,433
Publication and printing	1,094	640	1,734	2,133
Professional fees	691	291	982	5,232
Sundry costs	70	-	70	93
Independent examiner's fee	1,872	-	1,872	1,788
Depreciation	772	-	772	481
Loss on disposal of fixed assets	111	-	111	-
	<u>178,268</u>	<u>63,005</u>	<u>241,273</u>	<u>263,017</u>

See note 16 for the prior year fund comparatives.

6 Staff costs and numbers

	2019 £	2018 £
The aggregate staff costs were:		
Wages and salaries	196,193	158,276
Social Security costs	9,607	8,645
Pension costs	4,214	1,850
	<u>210,014</u>	<u>168,771</u>

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

6 Staff costs and numbers (continued)

The average weekly number of staff during the period, calculated on the basis of headcount, was as follows:

	2019 No.	2018 No.
Management/Fundraising	5	5
Charitable Activities	10	7
	<u>15</u>	<u>12</u>

No employee received emoluments of more than £60,000.

The Key management personnel comprise of the Trustees, the Chief Executive Officer, the Fundraising Manager, the Operations Manager, and the Office and Finance Manager. The total employee benefits of the key management personnel were £99,341 (2018: £67,388)

7 Taxation

The charity is exempt from corporation tax on its charitable activities.

8 Net income for the period

This is stated after charging:

	Total 2019 £	Total 2018 £
Independent examiner's fee:		
- for independent examination	1,872	1,788
Depreciation	772	481
Loss on disposal of fixed assets	111	-
	<u>2,755</u>	<u>2,269</u>

The total Trustees' expenses paid during the year ended 31 December 2019 were £nil (2018: £nil).

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

9 Prior year fund comparatives

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Income From:			
Donations	259,412	88,621	348,033
Other trading activities	744	50	794
Charitable activities	700	7,325	8,025
Total Income	260,856	95,996	356,852
Expenditure on:			
Raising Funds	26,790	7,415	34,205
Charitable Activities	150,905	112,112	263,017
Total Expenditure	177,695	119,527	297,222
Net income/(expenditure) and movement in funds	83,161	(23,531)	59,630
Total funds at 1 January 2018	19,412	56,988	76,400
Total funds at 31 December 2018	102,573	33,457	136,030

10 Fixed assets

	Office Equipment £	Musical Equipment £	TOTAL £
Cost			
At 1 January 2019	-	21,920	21,920
Additions	549	2,542	3,091
Disposals	-	(1,512)	(1,512)
At 31 December 2019	549	22,950	23,499
Depreciation			
At 1 January 2019	-	20,479	20,479
Charge for the year	412	360	772
Disposals	-	(1,401)	(1,401)
At 31 December 2019	412	19,438	19,850
Net Book Value			
At 31 December 2019	137	3,512	3,649
At 31 December 2018	-	1,441	1,441

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
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11 Debtors

	2019	2018
	£	£
Trade Debtors	-	3,515
Other Debtors	1,884	1,160
	<u>1,884</u>	<u>4,675</u>

12 Creditors: amount falling due within one year

	2019	2018
	£	£
Other Creditors	2,188	2,535
Accruals & deferred income	3,338	4,188
	<u>5,526</u>	<u>6,723</u>

13 Movement in funds

	At 1 January 2019	Income	Expenditure	Transfers	At 31 December 2019
	£	£	£	£	£
Restricted Funds					
Ashfield Appeal	246	-	(246)	-	-
Anchor Foundation	2	-	(2)	-	-
Didymus	1,754	-	(1,754)	-	-
HMP Ashfield	380	7,062	(4,134)	-	3,308
Noel Buxton	218	2,000	(2,218)	-	-
Post-release Bristol	107	-	(107)	-	-
Post-release Dorset	359	-	(224)	-	135
Hampshire PCC	1,949	7,650	(4,947)	-	4,652
Hobson/Exeter & Channings Wood	3,959	-	(3,771)	-	188
Lloyds Grant Enable	4,913	-	(4,907)	-	6
Monument	1,567	-	(1,567)	-	-
Prison Funded Work	3,669	5,664	(9,155)	-	178
Sherrif of Gloucester	-	2,298	(122)	-	2,176
Small Trusts	5,104	34,016	(18,646)	-	20,474
St Thomas Ecclesiastical	744	-	(744)	-	-
Valentines/Guy Marsh	6,340	8,000	(5,159)	-	9,181
Walter Guinness/Erlestoke	2,146	2,800	(4,250)	-	696
Weinstock	-	4,400	(1,052)	-	3,348
	<u>33,457</u>	<u>73,890</u>	<u>(63,005)</u>	<u>-</u>	<u>44,342</u>
Unrestricted funds					
Free reserves	101,132	205,240	(208,159)	(3,091)	95,122
Fixed assets net book value	1,441	-	(883)	3,091	3,649
	<u>102,573</u>	<u>205,240</u>	<u>(209,042)</u>	<u>-</u>	<u>98,771</u>
Total Funds	<u>136,030</u>	<u>279,130</u>	<u>(272,047)</u>	<u>-</u>	<u>143,113</u>

**CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

13 Movement in funds (continued)

Ashfield Appeal

These funds were given by individual donors to allow Changing Tunes to begin work in a new prison - HMP Ashfield.

Anchor Foundation

These funds were given to support post release work.

Didymus

These funds were given to support post release work.

HMP Ashfield

These funds are received from HMP Ashfield to help fund work in the prison.

Noel Buxton

These funds were received to help the charity's running costs.

Post-release Bristol and Dorset

Funds received from small funders to help with post-release work on Bristol and Dorset respectively.

Hampshire PCC

These funds were for post release work in Hampshire area.

Harry Payne

These funds were given to support the charity's work in HMP Brinsford and HMP Featherstone.

HMP Brinsford

These funds were allocated by HMP Brinsford toward the service of delivery of sessions at the prison, as well as purchase of instruments.

Hobson Charity

These funds were given to support our work at HMP Channings Wood and HMP Exeter.

Lloyds Foundation

These funds, via the Enable funding stream, were given to build Changing Tunes' capacity, namely monitoring and evaluation, and our franchising project.

Monument & Monument W Midlands

These funds were given by the Monument Trust to support Changing Tunes' work in the South of England, London South East and the Midlands through Franchising.

Prison funded work

Funding received from small trusts to fund work in prisons.

Sherrif of Gloucester

These funds were given to support our work at Vinney Green Secure Unit.

Small Trusts

These funds represent lots of smaller amounts given towards a particular aspect of the charity's work. The majority of the funds represent grants given for work in a specified prison.

St Thomas Ecclesiastical

These funds were given to support post-release work on Bristol, as well as to enable the charity to produce two community engagement events aimed at engaging the Church of England.

Trumark Trust

These funds were given given towards the development of work in HMP Hewell in the charity's newest franchise area, the West Midlands and the North West.

Valentine Charitable Trust

Funding received for prison work in Dorset (Guy's Marsh).

Walter Guinness

These funds were given to support our work at HMP Erlestoke.

Weinstock Fund

These funds were given towards the charity's work in HMP Erlestoke.

See note 16 for the prior year fund comparatives.

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

14 Analysis of net assets between funds

	As at 31 December 2019		
	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	3,649	-	3,649
Current assets	100,648	44,342	144,990
Creditors due within one year	(5,526)	-	(5,526)
	<u>98,771</u>	<u>44,342</u>	<u>143,113</u>

See note 16 for the prior year fund comparatives.

15 Post Balance Sheet Events

On 31 March 2020 Changing Tunes merged with Changing Tunes Midlands (registration number 10662238) with the activities and assets being continued within Changing Tunes. Changing Tunes Midlands have the same charitable activities as Changing Tunes.

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

16 Prior Year Comparatives

Donations	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Individual gifts	89,752	360	90,112
Church gifts	6,860	600	7,460
<i>Grants receivable:</i>			
A B Charitable Trust	15,000	-	15,000
The Anchor Foundation	-	6,000	6,000
The Bromley Trust	10,000	-	10,000
The Burden Trust	6,000	-	6,000
The Charles Hayward Foundation	7,000	-	7,000
Constance Travis Charitable Trust	4,000	-	4,000
Didymus	-	5,000	5,000
D'Oyly Carte Charitable Trust	-	3,000	3,000
Drapers Charitable Trust	15,000	-	15,000
Eleanor Rathbone Trust	-	2,000	2,000
Goldsmiths Charitable Trust	20,000	-	20,000
Hampshire PCC	-	5,000	5,000
Harrison-Frank Family Foundation	5,000	-	5,000
Hobson Charity	-	4,100	4,100
The John Raynor Charitable Trust	2,000	-	2,000
John Thaw Charitable Trust	2,000	-	2,000
Laura Kinsella Foundation	10,000	-	10,000
Lloyds TSB Foundation	-	14,939	14,939
Monument Trust	12,500	12,500	25,000
Noel Buxton Trust	-	1,800	1,800
Small restricted donations from trusts	14,800	8,900	23,700
Patsy Wood Charitable Trust	25,000	-	25,000
Persula Foundation	2,500	-	2,500
Quartet Community Foundation	7,000	5,000	12,000
Souter Charitable Trust	3,000	-	3,000
St Thomas Ecclesiastical Charity	-	1,422	1,422
The Syder Foundation	2,000	-	2,000
Three Oaks Trust	-	5,000	5,000
Valentine Charitable Trust	-	10,000	10,000
Walter Guinness	-	3,000	3,000
	259,412	88,621	348,033

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
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16 Prior Year Comparatives (continued)

Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Events	352	50	402
CD Sales	392	-	392
	<u>744</u>	<u>50</u>	<u>794</u>

Raising funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Fundraising costs	26,790	7,415	34,205
	<u>26,790</u>	<u>7,415</u>	<u>34,205</u>

Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Salaries and staff costs	98,624	89,343	187,967
Post-release costs	4,395	13,325	17,720
Equipment	1,395	1,188	2,583
Travel and subsistence	4,842	3,499	8,341
Training	3,665	1,526	5,191
Office costs	22,077	415	22,492
Recruitment	563	-	563
Accountancy Fees	8,433	-	8,433
Publication and printing	2,063	70	2,133
Professional fees	2,486	2,746	5,232
Sundry costs	93	-	93
Independent examiner's fee	1,788	-	1,788
Depreciation	481	-	481
	<u>150,905</u>	<u>112,112</u>	<u>263,017</u>

CHANGING TUNES
NOTES FOR THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

16 Prior Year Comparatives (continued)

Movement in funds

	At 1 January 2018	Income	Expenditure	Transfers	At 31 December 2018
	£	£	£	£	£
Restricted Funds					
Ashfield Appeal	3,224	-	(2,978)	-	246
Anchor Foundation	-	6,000	(5,998)	-	2
Didymus	-	5,000	(3,246)	-	1,754
HMP Ashfield	2,250	2,250	(4,120)	-	380
Noel Buxton	-	1,800	(1,582)	-	218
Post-release Bristol	1,368	-	(1,261)	-	107
Post-release Dorset	359	-	-	-	359
Hampshire PCC	-	5,000	(3,051)	-	1,949
Harry Payne	872	-	(872)	-	-
HMP Brinsford	4,951	-	(4,951)	-	-
Hobson/Exeter & Channings Wood	-	4,100	(141)	-	3,959
Lloyds Grant Enable	-	14,940	(10,027)	-	4,913
Monument	-	6,250	(4,683)	-	1,567
Monument W Midlands	4,054	7,107	(11,161)	-	-
Prison Funded Work	4,201	6,024	(6,556)	-	3,669
Small Trusts	31,740	23,103	(49,739)	-	5,104
St Thomas Ecclesiastical	-	1,422	(678)	-	744
Trumark	3,969	-	(3,969)	-	-
Valentines/Guy Marsh	-	10,000	(3,660)	-	6,340
Walter Guinness/Erlestoke	-	3,000	(854)	-	2,146
	56,988	95,996	(119,527)	-	33,457
Unrestricted funds					
Free reserves	17,490	260,856	(177,214)	-	101,132
Fixed assets net book value	1,922	-	(481)	-	1,441
	19,412	260,856	(177,695)	-	102,573
Total Funds	76,400	356,852	(297,222)	-	136,030

Fund descriptions can be found in note 13 of the financial statements.

Analysis of net assets between funds

	As at 31 December 2018		
	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Tangible fixed assets	1,441	-	1,441
Current assets	107,855	33,457	141,312
Creditors due within one year	(6,723)	-	(6,723)
	102,573	33,457	136,030