



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2019		31	March	2020

Section A Reference and administration details

Charity name

Zephaniah Music Trust

Other names charity is known by

Zephaniah Trust

Registered charity number (if any)

1036478

Charity's principal address

2A Norwood Road

ShIPLEY

West Yorkshire

Postcode

BD18 1LN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Colin Blake		01/04/2019 – 31/12/2019	Trustees
2	Mrs Sharon Bavington		01/04/2019 – 31/12/2019	Trustees
3	Rev Andrew Grieff		01/04/2019 - 11/06/2019	Trustees
4	Rev Keith Jones			Trustees
5	Mrs Pauline Grant			Trustees
6	Mrs Susan Edmondson			Trustees
7	Mr John Mark Allison		11/12/2019 – Present	Trustees
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10				
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16				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed (dated 28.02.1994)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by current trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the Christian religion, in particular in the UK, particularly by means of the medium of music and song and through the assisting of Christian musicians engaged in charitable activities promoting the said objects.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees have had regard to the Charity Commission’s guidance on public benefit.

Through salaries and grants, the Trust supports Christian workers who visit schools, churches and community groups to provide assemblies, lessons, workshops and performances, running both one-off and ongoing art-based projects. Our workers also run a series of events throughout the year to which school groups and others are invited. Through this work, the Trust supports schools, churches, and community groups in exploring questions of faith, and helping to build understanding and community cohesion. The work in schools directly assists schools in meeting the requirements of the national curriculum, both to provide an act of collective worship and to involve members of the local faith communities in their RE provision. The Trust provides access to the arts regardless of the ability of organisations or participants to pay a fee.

Our workers visit wherever they are invited regardless of social, economic or ethnic background, or the ability to pay, and our events are inclusive of those of all faiths and none. We make every effort to run events which are accessible to all, respecting individual needs.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In addition to supporting our own staff and associates, the Trust makes occasional, small, one-off grants to individuals and organisations engaged in activities working towards our aims, based in the UK. The Trust has a written policy on grant making that is sent to all applicants.

We work regularly with other organisations, churches and individuals to meet our aims in a variety of contexts. We have a significant number of volunteers who support us and enable events to take place.

Summary of the main achievements of the charity during the year

In 2019/2020 the Trust has employed five keyworkers: a part-time singer/songwriter, a part-time storyteller, and one full- and two part-time keyworkers. A new part-time keyworker joined us in September 2019 with the aim of continuing the work previously done by the Spen Valley Faith in Schools Trust. Our full-time keyworker left the Trust in December 2019. The team make regular visits to around 60 schools in the Bradford and Spen Valley areas of West Yorkshire, and occasional visits to schools in other parts of the country. Their work is supported by a dedicated part-time administrator.

The **assemblies, lessons and workshops** provided throughout the school term support schools in meeting the requirements of the National Curriculum, build understanding of the Christian faith, contribute to social cohesion, and allow students to experience the creative arts. Such enrichment of the school curriculum improves pupil enjoyment of school and can have a direct impact on attainment. The Trust's policy of making these available regardless of the ability to pay is of importance as schools face increasing budgetary pressures.

In addition to this work the team have been involved in the following ongoing and one-off projects during the year:

Re:wind and Fast Forward, a programme linked to the RE curriculum and transition, is well established in Shipley and the Spen Valley. These free sessions are attended by Years 5 and 6. They increase understanding of major Christian festivals and assist with the transition to secondary school.

The Bible Times Exhibition plays a regular part in the life of both schools and churches as it makes annual visits across the Bradford. This helps schools to build relationships with places of worship. The exhibition itself includes both Jewish and Christian exhibits, building understanding between faiths. Bibles in different languages encourage inclusivity.

Refugee Week 2019 involvement included a Refugee Voices drama project at a local school, contributions to a local art exhibition, and an Open Mic night in collaboration with Bradford Refugee Forum. Through its activities, the Trust uses the arts to engage, communicate and inform about issues surrounding refugees and asylum seekers.

BIASAN is a weekly support group for refugees and asylum seekers in Bradford. Our worker provides activities for the children, including craft and games, while their parents access the support provided.

Holiday Club was an original programme called 'Under Construction'. We were able to provide the programme free of charge, providing holiday activities that were open to all. 75 children attended during the week. For the first time we provided a sensory room for those children who may find such a club overwhelming, including children with autism and other additional needs.

The Big Light Party provided an alternative to traditional Halloween activities. As with the holiday club, the event was provided free and was open to all. The theme was superheroes, and how we all have the power to make the world better. We also provided a sensory room following the success at Holiday Club

The Rock Solid youth group project has continued in Wilsden and

continued at Northcliffe, Shipley until the departure of our full-time worker.

Prayer Spaces are a way of engaging school-aged children with prayer in a creative and fun way. As the activities don't conform to the 'normal' patterns of Christian prayer, they cross cultural and religious boundaries. This year they have been held at schools in both Bradford and the Spen Valley

Open the Book is a national project through which small teams of storytellers take Bible stories into school assemblies, bringing them to life with props and costumes. The Trust has been responsible for the coordination of the six local storytelling teams, visiting eight schools.

Church youth work continued at Shipley Baptist Church until the departure of our worker in December. This included a weekly Sunday night youth group, as well as contributions to Sunday mornings. During the year links were formed with other local church youth groups for larger gatherings.

Cake Club, run in collaboration with St Cuthbert's Church, aims to provide a space for children to have fun, and to build confidence and community. The weekly after-school club provides a range of activities, including craft and Lego building.

ZephFamily was launched as part of our birthday celebrations in February. This is intended to be the first of a regular series of worship events developing and demonstrating good practice of inclusive, all-age worship.

Zeph@10am was launched at the start of lockdown in March. It was a daily online gathering, via Facebook, that provided a time of reflection, prayer and community during the first months of the pandemic.

The Covid-19 pandemic started to impact on our work during the final month of our reporting year. In these initial stages of the pandemic we were unable to visit schools, who were restricting visitors, and we had to cancel our Re:wind to Easter event, as it fell after the start of the first national lockdown. All face-to-face activity was paused during the final few weeks of the year covered by this report, in line with government lockdown restrictions.

Grant making activity is a minor part of our work. During 2019-20 three grants were made: Immanuel College (£50) for an annual prize for Christian music. Inspiration Steelband (£250) towards the cost of new pans. Live@Costa (£100) to assist in financing future acts.

Section E

Financial review

Brief statement of the charity's policy on reserves

Following a review, the Trust's policy is to build/maintain sufficient available reserves to cover three month's payroll, plus any other identified liabilities. The required level of funds is reviewed regularly.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principle source of funds are donations (both regular and one-off) from individual supporters, and the resulting Gift Aid, and from churches and schools who support our aims. This is augmented by small grants and small fundraising activities and events. The employment of our full-time keyworker was enabled by significant 'buy-in' funding from local churches paying for specific services from the Trust. A small proportion of our other work is paid, but not dependent upon payment for its delivery.

All fundraising activity is managed within the Trust, with no part being contracted out to a third party. The majority of fundraising communications are made through our termly newsletter or social media. Both of these are 'opt-in'. We do not send unsolicited mail or carry out telephone fundraising. Our mailing lists and contact details of supporters are never sold or divulged to third parties.

Section F

Other optional information

The appointment of an additional worker in September 2019 gave rise to a potential conflict of interest. The Trustees confirmed that all appropriate steps had been taken to ensure transparency in this appointment given that the appointee was related by marriage to the Director. Trustees had been fully apprised of this situation, had exercised due diligence and had conducted the interview according to our normal standards.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Susan Medhurst

Full name(s)

SUSAN MARGARET EDMONDSON

Position (eg Secretary, Chair, etc)

CHAIR

Date

21.1.21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Zephaniah Music Trust

No (if any)
1036478

Receipts and payments accounts

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For the period from	Period start date 01/04/2019	To	Period end date 31/03/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	43,784	14,872	-	58,656	58,954
Gift Aid	5,510	655	-	6,165	9,087
Fundraising & Sponsorship	132	-	-	132	1,546
Grants	-	800	-	800	4,800
Other income	5,504	18,431	-	23,934	17,090
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	54,929	34,758	-	89,687	91,477
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	54,929	34,758	-	89,687	91,477
A3 Payments					
Grants	400	-	-	400	1,000
Salaries	39,641	29,096	-	68,737	56,581
Inland Revenue	7,463	1,059	-	8,521	5,873
Pension Contributions	2,685	526	-	3,211	1,526
Admin & Plant	7,891	1,588	-	9,479	13,008
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	58,079	32,269	-	90,348	77,988
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	58,079	32,269	-	90,348	77,988
Net of receipts/(payments)	- 3,150	2,489	-	- 661	13,489
A5 Transfers between funds	- 1,071	1,071	-	-	-
A6 Cash funds last year end	13,203	5,095	-	18,298	4,809
Cash funds this year end	8,982	8,655	-	17,637	18,298

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	At Bank	8,977	8,655	-
	Petty Cash	5	-	-
		-	-	-
	Total cash funds	8,982	8,655	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

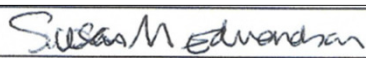
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Unclaimed Gift Aid	2,390	721	-
	Unpaid invoices	57	387	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	CDs	Unrestricted	-	-
	Drums	Unrestricted	-	-
	Computers	Unrestricted	-	-
	Camera	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SUSAN EDMONDSON	21.1.21.



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

2EPHANIAH MUSIC TRUST

On accounts for the year
ended

31-03-20

Charity no
(if any)

1036478

Set out on pages

1

(Remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2020.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Geoffrey

Date:

06/10/20

Name:

Geoffrey

POLLARD

Relevant professional
qualification(s) or body
(if any):

Address:

6 SPRINGSWOOD ROAD

SHIPLEY, WEST YORKSHIRE

BD18 3DG