

# **Emu Music Ltd**

(A company limited by guarantee)

## **Report and Financial Statements**

Year ending 30th June, 2019

Charity number 1124923

Company number: 6500315

Address: 2 Roger Bacon Lane, Oxford, OX1 1QE

Trustees: Philip Percival, Robert Smith, Emu Music Australia Inc.

## **Emu Music: Our purposes and activities**

The purposes of the charity are: To advance the Christian religion in the United Kingdom for the benefit of the public through the holding of Worship Services, lectures, production and distribution of Christian literature and music, and to enlighten others about the Christian religion.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. Emu Music relies on donations, grants and the income from conference fees and sale of sheet music and audio resources to cover its operating costs. In setting the level of conference fees, the trustees give careful consideration to the accessibility of those events to those on low incomes and to enable access by other charitable organisations.

The strategies employed to achieve the charity's aims and objectives are to:

- present a series of conferences around the UK for the training of church musicians;
- offer opportunities for musicians, composers, sound operators to develop the exercise of their creative gifts through workshops and lectures;
- provide resources at low or no cost to religious organisations and individuals to enable vibrant contemporary corporate worship, and to help encourage a culture in which different age ranges and musical skills play a significant role in corporate worship.

In the past year, we limited in the number of events we could hold due to the beginning of Covid restrictions. None the less, we held and contributed to regional church music ministry conferences in Keswick, Cardiff, Ipswich, Sydney & Melbourne (Australia), Malaysia, Singapore, Oxford. Each event combined hands-on training in church musicianship, musical leadership and song writing.

The following year we expect that we will be able to provide similar events in London, Oxford, Gateshead, Sydney & Melbourne (Australia), Munich (Germany).

In this year we produced one new music album of hymns, and distributed sheet music and audio of new worship material from Emu Music.

The following year will see us create and produce one further album: one aimed at general congregational singing.

## **Financial Review**

Reserves are needed to bridge the gap between the spending and receiving of resources and to cover unplanned emergency costs and other expenditure. The trustees consider that the ideal level of reserves as at 30th June would be £10,000. The actual cash reserves were £5,011 which is largely attributable to holding too much CD stock. It is our aim to reduce this stock in the following year and will continue to look to

resetting conference fees at a level which better reflects our conference costs whilst balancing affordability for low income and other charitable groups. Furthermore, we are working on growing a network of donors, (from individuals and organisations who have benefitted from Emu's activities) to ensure larger profits.

## **Structure, Governance and Management**

### *Governing Document*

Emu Music Ltd is a company limited by guarantee governed by its Memorandum and Articles of Association dated 11 February, 2008. It is registered as a charity with the Charity Commission.

### *Appointment of trustees*

As set out in the Articles of Association the chair of the trustees is elected by the other trustees. Three trustees are elected annually by the members of the charitable company attending the Annual General Meeting and serve for a period of one year. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed; in particular: finance, theology, church music, business and marketing.

### *Organisation*

The board of trustees, which must have minimum of 3 members, administers the charity. The board meets quarterly and sets direction on project and organizational development, membership, and finance. An Executive Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Executive Director has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and artistic and theological content of resources and events. We have a small but dedicated team of volunteers at each event location who enable the smooth running of events.



Emu Music Ltd		Charity No (if any)	1124923	<b>CC39a</b>
Annual accounts for the period				
Period start date	<b>01/07/2019</b>	To	Period end date 30/06/2020	

**Section A Statement of financial activities**

Descriptions by natural category	Note	Restricted			Total this year £	Total last year £
		Unrestricted funds £	income funds £	Endowment funds £		
		F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>						
Sale of resources		- 2,890	-	-	- 2,890	12,473
Royalties		7,485	-	-	7,485	7,223
Donations		19,640	-	-	19,640	15,472
Events/Training		6,408	-	-	6,408	10,326
Government Grants		11,846	-	-	11,846	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>Total incoming resources</b>	S01	42,489	-	-	42,489	45,494
<b>Resources expended (Notes 4-7)</b>						
Cost Of Sales		1,036	-	-	1,036	13,394
Salaries		26,437	-	-	26,437	31,399
Administrative Costs		7,198	-	-	7,198	-
Events/Training		5038.77	-	-	5,039	4,098
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>Total resources expended</b>	S02	39,710	-	-	39,710	48,891
<b>Net incoming/(outgoing) resources before transfers</b>	S03	2,779	-	-	2,779	- 3,397
<b>Gross transfers between funds</b>	S04	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>	S05	2,779	-	-	2,779	- 3,397
<b>Other recognised gains/(losses)</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S06	-	-	-	-	-
Gains and losses on investment assets	S07	-	-	-	-	-
<b>Net movement in funds</b>	S08	2,779	-	-	2,779	- 3,397
<b>Total funds brought forward</b>	S09	-	-	-	-	-

<b>Total funds carried forward</b>	£10	2,779	-	-	2,779	-	3,397
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## Section B Balance sheet

	Note	Total this year £ F01	Total last year £ F02
<b>Fixed assets</b>			
Tangible assets (Note 8)	B01	3,908	2,844
	B02	-	-
Investments (Note 9)	B03	-	-
<b>Total fixed assets</b>	B04	<b>3,908</b>	<b>2,844</b>
<b>Current assets</b>			
Stock and work in progress	B05	8,255	15,245
Debtors (Note 10)	B06	6,641	11,857
(Short term) investments	B07	-	-
Cash at bank and in hand	B08	6,494	2,954
<b>Total current assets</b>	B09	<b>21,391</b>	<b>30,056</b>
<b>Creditors: amounts falling due within one year</b> (Note 11)	B10	21,722	31,979
<b>Net current assets/(liabilities)</b>	B11	<b>- 331</b>	<b>- 1,923</b>
<b>Total assets less current liabilities</b>	B12	<b>3,577</b>	<b>921</b>
<b>Creditors: amounts falling due after one year</b> (Note 11)	B13	1,681	14,660
Provisions for liabilities and charges	B14	-	-
<b>Net assets</b>	B15	<b>5,258</b>	<b>- 13,739</b>
<b>Funds of the Charity</b>			
Unrestricted funds	B16	5,258	13,739
Designated funds	B17	-	-
<b>Total unrestricted funds</b>		<b>5,258</b>	<b>13,739</b>
Restricted income funds (Note 12)	B18	-	-
Endowment funds (Note 12)	B19	-	-
<b>Total funds</b>	B20	<b>5,258</b>	<b>13,739</b>

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

Signature

Date of approval

Philip Percival	01/12/2020

**Section C****Notes to the accounts****Note 1 Basis of preparation**

*This section should be completed by all charities .*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with\*  Accounting Standards;
- or  Financial Reporting Standards for Smaller Enterprises (FRSSE);
- and with the Charities Act.

[\*\* except for the following].

**Give details in this box if a different standard has been followed.**

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

**Give details in this box of any material changes that have been made.**

§ if no changes have been made to accounting policies then delete these words.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years (§§ except for the following).

**Give details in this box of any material changes that have been made.**

§§ if no changes have been made to accounts for previous periods then delete these words.

**Note 2 Accounting policies**

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES**

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

**EXPENDITURE AND LIABILITIES**

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

**ASSETS**

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM THOSE  
ABOVE**

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**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	Unrestricted £	restricted £	This year £
<b>Donations and legacies:</b>	Donations and gifts	19,640		19,640
	General grants provided by government/other charities	11,845.75		11,845.75
	Membership subscriptions and sponsorships which are in substance donations			-
	Other			-
	<b>Total</b>			<b>31,486</b>
<b>Charitable</b>	CD, digital songs and sheet music sales	-2890.09		-2890.09
	Conferences and training events	6408.12		6408.12
				-
				-
<b>Total</b>			<b>3,518</b>	
<b>Other trading</b>	Royalties	7484.51		7,485
				-
				-
				-
<b>Total</b>			<b>7,485</b>	
			-	
			-	
			-	
			-	
<b>Total</b>			<b>-</b>	
			-	
			-	
			-	
			-	
<b>Total</b>			<b>-</b>	
			-	
			-	
			-	
			-	
<b>Total</b>			<b>-</b>	

**Section C**

**Notes to the accounts**

**(cont)**

**Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

Analysis		Unrestricted £	restricted £	This year £
<b>Expenditure on</b>	Resource production and	1035.96		1035.96
	Cost of conferences, inc travel	5038.77		5,039
	Administrative Costs	7198.32		7,198
				-
				-
				-
				-
<b>Total</b>				<b>13,273</b>
<b>Wages, salaries, pensions and NI</b>		26436.57		26436.57
				-
				-
				-
				-
				-
				-
<b>Total</b>				<b>26,437</b>
				-
				-
				-
				-
				-
				-
				-
<b>Total</b>				<b>-</b>
				-
				-
				-
				-
				-
				-
				-
<b>Total</b>				<b>-</b>



**Last year**  
**£**

13,394
4,098
-
-
-
-
-
-
17,492

31,399
-
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31,399

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Last year  
£

15,472
-
-
15,472

12,473
10,326
-
-
22,799

7,223
-
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7,223

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**Note 5** Details of certain items of expenditure**5.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

	This year	Last year
Number of trustees who were paid expenses		
Nature of the expenses		
Total amount paid	£	£

**5.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

	This year £	Last year £
Independent examiner's or auditors' fees for reporting on the accounts		
Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor		

**Section C** **Notes to the accounts** **(cont)**

**Note 6** **Paid employees**  
*Please complete this note if the charity has any employees.*

**6.1 Staff Costs**

	This year £	Last year £
Gross wages, salaries and benefits in kind	27,023	35,633
Employer's National Insurance costs	- 1,965	- 5,170
Pension costs	1,379	936
	-	-
<b>Total staff costs</b>	<b>26,437</b>	<b>31,399</b>

**6.2 Average number of full-time equivalent employees in the year**

	This year Number	Last year Number
The parts of the charity in which the employees work	2	2
	-	-
	-	-
	-	-
<b>Total</b>	<b>2</b>	<b>2</b>

**6.3 Defined contribution pension scheme**

*Please complete if a defined contribution pension scheme is operated.*

Brief details of the scheme

	This year £	Last year £
The costs of the scheme to the charity for the year		
The amount of any contributions outstanding at the year end		
The amount of any contributions prepaid at the year end		



**Note8 Tangible fixed assets**

Please complete this note if the charity has any tangible fixed assets

**8.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward	-	-	-	8,251	-	8,251
Additions	-	-	-	-	-	-
Revaluations	-	-	-	4,344	-	4,344
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	3,908	-	3,908

**8.2 Accumulated depreciation and impairment provisions**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>				3 yrs	

Balance brought forward	-	-	-	-	-	-
Depreciation charge for year	-	-	-	-	-	-
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	-	-	-

**8.3 Net book value**

Brought forward	-	-	-	8,251	-	8,251
Carried forward	-	-	-	3,908	-	3,908

**8.4 Revaluation**

If any fixed assets have been revalued please give details of the valuer and method of valuation

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\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.



**Note 9 Investment assets**

*Please complete this note if the charity has any investment assets.*

**9.1 Fixed assets investments**

	£
Carrying (market) value at beginning of year	-
<b>Add:</b> additions to investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-
Carrying (market) value at end of year	-

*Please provide below:*

**9.2 A breakdown of the market values of investments shown above agreeing with the balance sheet row B03.**

**9.3 A breakdown of the income from investments agreeing with SOFA.**

**Analysis of investments**

	9.2 Market value at year end  £	9.3 Income from investments for the year  £
<b>Investment properties</b>	-	-
<b>Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes</b>	-	-
<b>Investments in subsidiary or connected undertakings and companies</b>	-	-
<b>Securities not listed on a recognised Stock Exchange</b>	-	-
<b>Cash held as part of the investment portfolio</b>	-	-
<b>Other investments</b>	-	-
<b>Total</b>	-	-

**9.4 Material investment holdings**

If any investments are material in terms of their value (for example each represents more than 5 per cent of the value of the charity's total investments) please provide details.

Investment held	Market value at year end £
	-
	-
	-
	-
<b>Total</b>	-

**Section C****Notes to the accounts****(cont)****Note 10 Debtors and prepayments***Please complete this note if the charity has any debtors or prepayments.***Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors	6,641.5	11,857.0	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors	-	-	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	<b>6,641.5</b>	<b>11,857.0</b>	<b>-</b>	<b>-</b>

**Note 11 Creditors and accruals***Please complete this note if the charity has any creditors or accruals.***11.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts	-	-	-	-
Trade creditors	21,241	31,979	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	-	-	-	-
Accruals and deferred income	-	-	-	-
<b>Total</b>	<b>21,241</b>	<b>31,979</b>	<b>-</b>	<b>-</b>

**11.2 Security over assets***If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.*

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**Note 13 Transactions with related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in note 5) details of such transactions should be provided in this note. If there are no transactions to report, please enter "None" in the relevant boxes.*

**13.1 Remuneration and benefits**

*Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it.*

Name of trustee or related party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £

**13.2 Loans**

*Please give details of and amounts owing to or from the charity's trustees or other related parties by the charity at the year end.*

	Name of trustee or related party	Legal authority	Amount owing	
			This year £	Last year £
Due to trustees and related parties				
Due from trustees and related parties				

**13.3 Other transaction(s) with trustees or related parties**

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a trustee or related party has a material interest.*

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £

**Note 14 Additional Disclosures**

The following are significant matters which are not covered in other notes and need to be included to provide proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

## **Independent Examiner's Report to the Trustees of Emu Music Ltd**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 30 June 2020.

### **Responsibilities and basis of the report**

As the charity trustees of the charitable 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 charitable 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 company'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**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



Mike Warriner

86 Warwick Park  
Tunbridge Wells  
Kent  
TN2 5EN

30 April 2021