# Cymaz

# Report to the Trustees for the year ended 31st March 2021

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the independently examined financial statements for the year ended 31st March 2021.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

## **Reference & Administrative Information**

Charity name: Cymaz (now Music for Good)

Charity number: 1108212

Company registration number: 5321825

Registered office: Krowji, West Park, Redruth TR15 3AJ

Board of Trustees: Trevor Smith - Chair

Nigel Walker Josephine Erwin Claire Beckett Margaret Barlow

Senior management team: Emily Foulkes Director

Independent Examiner: Dick Maule FCA

3 Penlee View Terrace

Penzance TR18 4HZ

Bankers: CAF Bank

25 Kings Hill Avenue

Kings Hill

West Malling Kent ME19 4JQ

## **Our Aims and Objectives**

Cymaz (Cymaz Music) now named Music for Good, is a charitable company limited by guarantee and was set up in 2001, incorporated in 2004. It is governed by a memorandum and articles of association.

The objects of the Company are for the benefit of people residing in Cornwall and other areas (the "area of benefit"), with an emphasis on those suffering social and/or economic exclusion, to advance education and appreciation of music by:

- (a) The provision of music making opportunities;
- (b) The provision of training, support and guidance to music practitioners;
- (c) The provision of advocacy and capacity building activities and services designed to promote, improve and develop the whole music sector in the area of benefit.

## **Ensuring our work delivers our Aims**

Now known as 'Music for Good', the charity reviews its aims, objectives and activity throughout the year to ensure that our activities are developed in accordance with our stated charitable purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims & objectives and in planning our future activities.

## Safeguarding

- Cymaz Music (Music for Good) has a Safeguarding Policy and Procedures in place
- A Safeguarding Committee
- A Designated Professional
- All freelance Music Practitioners have DBS clearance that is valid within 3 years
- All freelance Music Practitioners delivering Cymaz Music activity have attended Promoting and Safeguarding the Welfare of Children and Young People Tier 2 and some have completed Diplomas in Trauma and Mental Health Informed Practice.

We have in place quality assurance systems that include

- Ensuring that all practitioners have current DBS certificates and Public Liability Insurance.
- Regular reporting procedures that provide quantitative and qualitative data

- Quality Assurance process including peer to peer and manager observation as well as clinical supervision
- Partnership Agreements with partners
- Regular one to one meetings with staff and self-employed Music Practitioners
- Monitoring visits and steering group meetings with partners
- End of Project reports and meeting
- Feedback from participants to track their journeys and achievements
- Quarterly meetings with Trustees

This provides Cymaz Music (Music for Good) with key information about:

- who is benefiting from the services we provide
- the impact of our work
- the experiences of our partners
- other provision in the localities we are working in

#### The focus of our work

Our main purpose continues to be delivering and facilitating high quality inclusive music making opportunities which support education and learning and promote health and well-being. The strategies we use to meet these objectives include:

- Aligning our provision with local, regional and national priorities and policies
- Building partnerships with education and health settings and professionals to ensure we provide services which are complementary and needs led
- Maintain up to date knowledge and understanding about the education and health sectors

### **Cymaz Music Guiding Principles:**

- Quality and Excellence
- Effective Partnerships
- Sustainability and Legacy
- Needs led and Strategic

# How our activities deliver public benefit

Our charitable activities focus on providing people with access to engage in high quality musical activities which aim to promote education and learning and support health and well-being. We do this through targeting work in identified areas and with identified participants.

Since its inception, Cymaz Music (Music for Good) has worked in partnership with agencies and organisations. Many agencies including the Cornwall Music Education Hub, the NHS and the Local Authority recognise and value the benefits our services provide, across the age ranges.

Our work is recognised as having far reaching benefits beyond increasing music making skills. Participants experience increased confidence, greater abilities to work with others, improved focus and concentration and readiness to learn. Others report improvements in feelings of well-being and tangible health benefits, reducing reliance on medications.

## **Priority Areas**

Cymaz Music (Music for Good) has identified the following priority areas in its Business Plan to focus and refine our offer; they are:

# Supporting Education and Learning Promoting Health and Wellbeing

At the heart of all our work is the underpinning value of **inclusion for all**, regardless of background, circumstance or ability.

## **Current climate**

During the entire current reporting period we have been living in a global pandemic. Covid-19 has had significant impacts on our ability to maintain and develop new work, given that we were unable to carry out face to face provision. The nature of our work means that we are often working with the most vulnerable people and so moving to online provision was just not suitable or viable for all our strands of work. Unable to continue working in schools, we were left with a very thin delivery programme during this financial year.

During this time, however, we were successful with an application to Cornwall Community Foundation in order to build our Singing for Health programme – the Singing Clinic. This was in addition to the funding already secured from the Lottery to build this programme. Other funders including Youth Music and the Postcode Lottery were flexible and sanctioned us to use funding as we needed during the extremely challenging time. This enabled us to maintain a secure foundation as an organisation, while we carried out as much online delivery as we could during this time.

Some online Music Mentoring was delivered to children and young people, including via CHES the hospital education service, which provided a vital support for individuals, during such an unsettling time.

Our Singing Clinic programme successfully delivered online targeted programmes for people with respiratory conditions, those with mental health challenges and for people with Fibromyalgia. These programmes offered an important life line and a positive experience within a community. The programme to support mental health was carried out as a research project and the findings are due to be published in the International Journal for Community Music in 2021. We continue to work with RCHT to develop services for patients, including those living with Chronic Pain. We worked with NHS colleagues to pitch for £10k to work in the hospital. Unfortunately, despite being successful with this pitch, the situation with covid-19 made it impossible to be able to utlise this funding.

Within our commitment to supporting and developing the sector, in February 2021 we launched the Singing for Health Network. This is an online membership network which seeks to bridge research and practice and support the singing for health movement. More than 200 people attended the online launch event and a website was created to host a number of practice sharing articles and research summaries. Attracting membership from across the world, the network is likely to become an important part of our sustainability and development plans. In a time when people were feeling isolated, a network was much needed. Singing for Health has increased in popularity, even during Covid-19, and has attracted main stream media attention (for example, the ENO Breathe programme). Now, more than ever, music, singing and the arts are being recognised as a vital part of our recovery from this pandemic.

During the year we submitted an application to Youth Music, which was successful. This is enabling us to further develop and test the model of embedding a Music for Well-being practitioner in a range of settings. The funding will support practitioners working a day a week in the following settings; Restormel APA, Pencalenick Special School, Sowenna (adolescent mental health unit) and in a GP surgery in St Austell (working with Social Prescribing). This will start from September 2021 and will aim to provide bespoke music for well-being for individuals and small groups. This will run alongside our other music for well-being strands of work in schools and APAs. This funding also supports a partnership with national organisation Sing Up and the Sing Up Foundation to develop and roll out training for Singing leaders in trauma and mental health informed practice. This will be developed and then rolled out in 2022. Understanding mental health and being able to embed trauma informed practice into singing work is more important now than ever and we aim to build on this research informed work to build the knowledge and skills of the wider sector.

Despite a significantly challenging time, due to covid-19, we have made significant strives towards our goals and aspirations. Although our overall income has decreased from the year before, the funds secured for 2022/23

will set us on a course to increase income again. The most significant achievement is a large increase in unrestricted funds during this period, through our commissioned services and the launch of the singing for health network along with training.

We are delighted that we have been able to commit to changing the charity name to Music for Good as we enter our third decade of providing and supporting music for well-being provision in Cornwall and beyond.

### **Financial Review**

Cymaz Music (now Music for Good) secured a total of £68,030 [2020: £89,132] in the financial year 2020/21. Of this, £14,306 was unrestricted (2020: £3,286) and £53,724 [2020:£85,846] was restricted. Main sources of funding were Youth Music, Cornwall Music Education Hub, The Lottery and contributions from Schools, including AP Academies. Small pots of funding have been received for Singing for Health provision directly from participants. Cash flow continues to improve despite the challenges. Our income has risen more significantly in this year, given the increase in funds for our Singing for Health programme and increase in income from schools. At the end of this reporting period, we successfully secured £100,000 from Youth Music for 2022-2024.

#### **Reserves Policy**

The Board of Trustees has worked with the staff team to develop a Business Plan which ultimately is about ensuring the sustainability of the organisation. Part of that process involved looking at the risks the organisation faced. The Board has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 3 months of the expenditure.

Suggested Reserves		
Staff salaries (3 months)	£	2,000
Other overheads (3 months)	£	0
Redundancy lay-away	£	3,000
Other contingency	£	500

Total Suggested Reserves	£5,500
--------------------------	--------

#### **Financial Statement**

Company law requires that Senior Management and the Board of Trustees (the Management Committee) prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year.

## Trustees' Responsibilities Statement - Charitable Company

The trustees (who are also directors of Cymaz Music for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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 judgements and 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

# **By Order of the Trustees**

This report has been prepared in accordance with the Charities sorp 2015 (FRS 102); and in accordance with the special provision of the Companies Act 2006 relating to small entities.

This report was approved by	the Trustees on
On behalf of the Trustees	(signatory 1)
	(print name
	(signatory 2)
	(print name

#### Independent Examiner's Report to the Trustees of CYMAZ

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2021 which are set out on pages 10 to 16

#### Responsibilities and basis of report

As the charity 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 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 matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 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.

Dick Maule FCA 3 Penlee View Terrace, Penzance, TR18 4HZ

Date

CYMAZ
Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31st. March 2021

	Notes	Unrestricted Funds 2021	Funds	Total Funds 2021	2020
		£	£	£	£
Income from Interest receivable Donations Charitable activities		8	-	8 -	20
Grants and contracts Income from activities	10	14,298 0	53,724	68,022	85,846 3,266
Total income		14,306	53,724	68,030	89,132
<b>Expenditure on:</b> Charitable activities	,	910,760	55,197	65,957	73,799
Total		7,900	65,899	73,799	73,799
Net income / [expenditure] before transfers		3,546	(1,473)	2,073	15,333
Total funds at 1st. April 2020		(1,013)	25,823	24,810	9,477
Tranfers between funds					
Total funds at 31st. March 20	)21	2,533	24,350	26,883	24,810

#### CYMAZ

#### Balance sheet as at 31st. March 2021

			202		2020
Fixed assets	Notes		£	£	£
Tangible assets		2		-	
Current assets					
Debtors and prepayments		4	-		-
Cash at bank and on hand			27,382 27,382		<u>25,310</u> 25,310
Current liabilities			27,362		23,310
Creditors: amounts falling					
due within 12 months		3	(500	)	(500)
Net Current assets				26,883	24,810
Net assets				26,883	24,810
Unrestricted funds					
General funds				2,533	(1,013)
Restricted funds		7		24,350	25,823
Total funds				26,883	24,810

For the year ended 31st March 2021:

The company was entitled to the exemption from audit under section 477[2] of the Companies Act 2006

The members have not requested the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the Trustees	
dated:	

#### CYMAZ

#### Notes to the accounts for the year ended 31st. March 2021

#### (1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

#### (a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland

FRS 102 as updated by Update Bulletin 2 the Charities Act 2011 and the Companies Act 2006.

The financial statements have been prepared under the historical cost convention.

#### (b) Fund accounting

- [i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- [ii]Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- [iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### (c) Income

Income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- [i] Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- [ii] Donated services and facilities are included at the value to the charity where this can be quantified.
- [iii] The value of services provided by volunteers has not been included in these accounts.
- [iv] Investment income is included when receivable.
- [v]Income from charitable trading activity are accounted for when earned.
- [vi]Income from grants, where related to performance and specific deliverables,
- are accounted for as the charity earns the right to consideration by its performance.

#### (d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

- [i]Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- [ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

#### CYMAZ

## Notes to the accounts for the year ended 31st. March 2021

# (1) Principal Accounting Policies

[iii] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

#### (e) Fixed assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the straight line basis for all items costing over £500.

# (2) Tangible Fixed Assets

(2) rangials rixed rissels	Musical Intruments £	Fittings & equipment £	Total £
Cost balance brought forward additions in the year	26,394 	14,926	41,320
Depreciation	26,394	14,926	41,320
balance brought forward charge for the year	26,394	14,926	41,320
Net book value at 31st. March 2021	26,394	14,926	41,320
Net book value at 31st. March 2020	-	_	
(3) Creditors		2021	2020
Falling due within 12 months Sundry creditors		£ 500	£ 500
(4) Debtors and prepayments			
Sundry debtors and prepayments			

# (5) Capital commitments and contingent liabilities

There are none this year.

CYMAZ

# Notes to the accounts for the year ended 31st. March 2021

# (6) Employee information

	2021	2020
Number of employees	1	1
Calculated on the average monthly head count basis.		
No employee received emoluments of more than £60,000.		
	£	£
Salaries and wages	17,257	18,547
Pension	1,454	1,526
Social security costs	237	742
	18,948	20,815

Key management personnel

The total employee benefits of key management personnel were £18,948 [2020:£22,815].

# (7) Movements in funds

Restricted funds	brought forward £	received ir year £	utilised in year £	transfers £	carried forward £
Hub Youth Music Postcode Lottery Schools Singing 4 Health Covid Singing For Health	- 11,592 4,431 - - 9,800	9,872 2,915 - 15,710 2,523 22,704	(9,028) (14,413) (4,431) (15,378) (2,523) (9,425)	- - - - -	845 95 - 332 - 23,078
Unrestricted funds General funds	<u>25,823</u> (1,013)	53,724 14,306	(55,197) (10,760)		<u>24,350</u> <u>2,533</u>

CYMAZ

Notes to the accounts for the year ended 31st. March 2021

# (7) Movements in funds - prior year

	brought forward	received in year	utilised in year	transfers	carried forward
	£	£	£	£	£
Restricted funds					
Kana	180	-	(180)	=	-
Hub	-	20,944	(20,944)	=	_
Youth Music	5,694	28,870	(22,972)		11,592
Tesco	-	2,000	(2,000)	-	-
Postcode Lottery	×	8,280	(3,849)	=	4,431
Schools	3	14,400	(14,403)	-	=
Singing For Health	-	11,352	(1,552)	-	9,800
	5,877	85,846	(65,899)		25,823
Unrestricted funds General funds	3,600	3,286	(7,900)		(1,013)

# (8) Trustees information

Trustees remuneration and expenses

<u>103</u>

The trustees received no remuneration in the year.£103 was paid in expenses in 2020.

CYMAZ

Notes to the accounts for the year ended 31st. March 2021

# [9] Expenditure

[7] Experiumore		Charitable activities		Total 2020	
Premises Rent and rates Insurance Post, photocopier and stationery Telephone Repairs and maintenance Total premises		3,339 319 3,587 65  7,310		2,605 310 54 65 	
Wages Independent examiner's fees		18,948 500		20,815 500	
Depreciation Training Advertising and recruitment Bank charges Trustees expenses IT and computer Miscellaneous Workshops and music leader fees Other project costs Legal,professional and consultancy Non capitalised equipment Travel and staff expenses Research and development Subscriptions and affiliations		1,898 392 69 - 640 - 32,288 2,748 303 - - 863 - - 65,957		1,320 - 60 103 574 47 43,610 - 512 - 2,738 450 35 73,799	
[10] Analysis of net assets between fund	<b>ds</b> General	Designated	Restricted		
Tangible fixed assets Current assets Current liabilities	Funds £ - 3,033 (500)	Funds £	Funds £ - 24,350 —-	Total £ 27,383 (500)	
Net assets at 31st March 2021	2,533		24,350	26,883	

CYMAZ

Notes to the accounts for the year ended 31st. March 2021

# (11) Analysis of prior year funds

# Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31st. March 2020

	Unrestricted Funds	Restricted Funds	Total Funds	
	2020 £	2020 £	2020 £	2019 £
Income from Interest receivable Donations Charitable activities	20	-	20 -	11 -
Grants and contracts Income from activities	3,266	85,846 	85,846 3,266	68,257 780
Total income	3,286	85,846	89,132	69,048
Expenditure on: Charitable activities	7,900	65,899	73,799	69,030
Total	7,900	65,899	73,799	69,030
Net income / [expenditure] before transfers	(4,613)	19,946	15,333	18
Total funds at 1st. April 2019	3,600	5,877	9,477	9,459
Tranfers between funds				
Total funds at 31st. March 2020	(1,013)	25,823	24,810	9,477