



# Trustees' Annual Report for the period

From	01 / 08 / 2020			To	31 / 07 / 2021		
	Day	Month	Year		Day	Month	Year

## Section A Reference and administration details

Charity name

Society for the Study of Sound and Music in Games

Other names charity is known by

SSSMG

Registered charity number (if any)

1180483

Charity's principal address

SSSMG, UNIVERSITY OF CHICHESTER

BOGNOR REGIS CAMPUS, UPPER BOGNOR ROAD

BOGNOR REGIS

Postcode

PO21 1HR

### 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	Dr MARK SWEENEY	Executive Director		Founder & Board
2	Prof STEPHEN JOHN XAVIER BAYSTED	Editor-in-chief		Board
3	Dr TIMOTHY RICHARD DAVID SUMMERS	Associate Editor		Board
4	Dr MICHAEL LEE AUSTIN	Secretary		Board
5	Dr ELIZABETH JESSYN MEDINA-GRAY	Associate Editor		Board
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

### 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)

Dr MARK SWEENEY

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Elected by board

### 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.

## Section C Objectives and activities

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

To build an extensive and diverse body of knowledge for the advancement of the understanding of, and education in, music and sound in games, for the public benefit; in particular, but not exclusively, by the dissemination of the latest scholarly research.

**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)**

Our main activity is the development and launch of a new scholarly journal (*Journal of Sound and Music in Games*) in partnership with the University of California Press; we completed our first volume in 2020. Other activities focus on engaging the community and facilitating collaboration via our website, which provides networking, event information and bibliographic information for members.

#### **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.

## **Section D**

### **Achievements and performance**

**Summary of the main achievements of the charity during the year**

The main achievements and activities this financial year include completing the first volume of the *Journal of Sound and Music in Games*, which is owned by the Society and published under contract with the University of California Press (UCP). The agreement with UCP will provide the Society with a royalty revenue stream (to be paid each year in arrears, starting 2021 for the 2020 volume) with which we will cover operating expenses and fund further activities in the future in line with our charitable goals. The 2021 royalty payment for the 2020 volume year was delayed and actually paid in Sept 2021, and therefore will fall into our next reporting period. The journal has continued to publish consistent issues and is performing well, despite Covid-related challenges to authors impacting research submissions.

We completed setup of our bank account and accounting software, and received compensation from our bank due to delays. This compensation was used to offset the outstanding unenforceable loan to Mark Sweeney.

## **Section E**

### **Financial review**

**Brief statement of the charity's policy on reserves**

As part of our Financial Management Policy, we have agreed to establish a small reserve as soon as we begin to generate income.

**Details of any funds materially in deficit**

The Director, Mark Sweeney, has paid for the initial start-up costs to establish the Society as a charity and to setup and maintain the website. The Trustees have agreed to refund these costs as and when the Society is in a position to do so, but it is clear that it is effectively an unenforceable loan with no interest or expiry date.

## 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.

Our accounts show the addition of the annual maintenance costs for the website, which have been paid directly by Mark Sweeney for the last time. Direct debits from the Society account and new hosting accounts were put in place during FY22. Next financial year we will report journal royalty payments for CY20 and CY21, both made in FY22.

## Section F Other optional information

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## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Mark Sweeney</i>	<i>Timothy Summers</i>
Full name(s)	Mark Sweeney	Timothy Summers
Position (eg Secretary, Chair, etc)	Director	Associate Editor

Date 

28/5/2022
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# Receipts and payments account

For the period from	08/01/2020	To	
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## Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
<b>A1 Receipts</b>			
Royalty	-	-	-
Banking Compensation	350	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b> (Gross income for AR)	350	-	-
<b>A2 Asset and investment sales, (see table).</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	-	-	-
<b>Total receipts</b>	350	-	-
<b>A3 Payments</b>			
Repayment on Director Loan	297	-	-
Trustee Expenses: Website	53	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b>	350	-	-
<b>A4 Asset and investment purchases, (see table)</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	-	-	-
<b>Total payments</b>	350	-	-
<b>Net of receipts/(payments)</b>	-	-	-
<b>A5 Transfers between funds</b>	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-

**Cash funds this year end**

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

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds		
		-
		-
	<b>Total cash funds</b>	-
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates
	Unenforceable interest-free loan to cover setup costs from Mark Sweeney (Trustee & Director)	

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



Signature

Print N

Mark Sweeney
Timothy Summers

Mark Sw
Timothy S



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ounts

07/31/2021

CC16a



Total funds	Last year
to the nearest £	to the nearest £
-	-
350	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
350	-
-	-
-	-
-	-
350	-
297	-
53	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
350	-
-	-
-	-
-	-
350	-
-	-
-	-
-	-



the period

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
973	

	-	
	-	
	-	
	-	

lame	Date of approval
reeney	05/28/2022
ummers	05/28/2022