



Registered Charity

REPORT AND ACCOUNTS

Year ended 31 December 2021

REPORT OF THE TRUSTEES

Charity name: North Yorkshire Music Therapy Centre

Registered Number: 702533

Address: The Byre
Wath Court
Hovingham
North Yorkshire YO62 4NN

The Charity's trustees

Sir Frederic Strickland-Constable	President
Caroline Hall	Chair
Margaret Mackinder	Secretary
Nicholas Hammond	Treasurer
Jo Danischewsky	
Sue Hoggett	
Geoff Bishop	

Independent financial advisor

Mark Calvert
HKA (FS) Ltd
Tower House Business Centre
Office 10A - 1st Floor
Fishergate
York YO10 4UA

Banker

Yorkshire Bank
46 Coney Street
York
YO1 9NQ

Independent examiner

Ian Smithson
3 Orchard Court
Northallerton
North Yorkshire DL7 8DQ

Employees

Director of Music Therapy	Laura Festa
Music Therapist	Jane Troughton
Office Administrator	Michelle Cookson

Structure, Governance, and Management

Governing document

North Yorkshire Music Therapy Centre was established by a constitution on 14 December 1989 and amended on 28 November 1996 and again on 1 February 2000.

Trustees' role and selection

The Trustees of the charity are responsible for managing risk in relation to the activities and structure of the charity. The different aspects of the work of the charity are regularly reviewed at quarterly Trustee meetings, and, wherever possible, control systems are established to mitigate any identified risks. New Trustees are appointed by agreement of the existing trustees.

Operational management of the charity

The operation of the charity is organised by the Director of Music Therapy, who oversees the use of other therapists (both employed and freelance) and volunteers, to deliver the services provided; this work is supported by the Office Administrator.

Financial risk assessment

1. Our existing commitments for salaries and associated costs are not covered by our funds from therapy fees. There is therefore a significant fundraising target to achieve each year. The Trustees and staff are committed to assisting with applications to charitable trusts and other granting bodies, and to supporting a variety of fund-raising activities.
2. The long-term ill-health of any employee will put the charity at risk both in terms of finances and of reputation. In the light of the stressful nature of the work, the Trustees have reviewed the process of risk assessment carried out by the therapists to ensure that sufficient emphasis is placed on identifying and mitigating risk to health, particularly mental health. Each therapist is responsible for maintaining a manageable and varied work load and is provided with regular clinical supervision.
3. The investments of the charity are managed by Mark Calvert of HKA (FS) Ltd, York who acts on behalf of the charity's Trustees to ensure proper management of the funds.
4. In the event of the charity winding up its activities due to a lack of funds, all remaining assets will be donated to another Music Therapy charity with the prior agreement of the Charity Commissioners. Every effort would be made to find therapists for existing clients.

Public Benefit Statement

The trustees confirm that the charity has complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. This report illustrates how the charity delivers public benefit.

Main activities

The charity's work primarily consists of the provision of music therapy in clinical and community settings, and the promotion of the relevance of that therapy to health and wellbeing.

Provision

During the year, and when pandemic restrictions allowed, the Director of Music Therapy and (from September) the Music Therapist, both professionally HPC-registered, provided music therapy sessions to a variety of client groups and individuals. The Director also engaged freelance therapists to ensure that people receive music therapy if requested. Much of the clinical therapy is delivered at three special schools in North Yorkshire, where the effects are monitored closely and reported to parents and staff at the schools. The children receiving benefit live with a range of multiple or severe disabilities or developmental delay. Although the pandemic severely restricted our face-to-face activities, we completed a total of 306 individual therapy sessions and 326 group therapy sessions in 2021, many of which were conducted over the internet.

Therapy has also been given to adults in their homes, and in residential care home settings. As well as delivering face-to-face sessions, we have provided therapy over the internet, which in many cases has proved to be highly effective. The Director has further developed resources and materials for use by teachers, carers, and parents in their own settings, and has provided significant training for staff and musicians working in special schools and for carers of mental health clients.

We have initiated a range of community-based initiatives. These include the *Sing and Sign Maestros*, an inclusive choir for young people with and without disabilities, established in collaboration with the York Down Syndrome Support Group, and with financial support from the D'Oyly Carte Charitable Trust. Other community activities in neighbouring towns include music groups for families with children with and without disabilities, groups for parents and babies, toddlers and pre-schoolers, and a mother and baby choir.

Promotion

Information is made available to families, individuals and referring agencies about the benefits of music therapy and how it can be accessed through the charity. The Director has given talks and organised workshops for local referring groups and interested community groups, and participates in a network of professional arts therapists in the region.

Another significant area of work is in promoting music therapy as a career for music students: the Director has given lectures at local universities, and the Charity has provided placements for students and training for postgraduates enrolled on the Community Music MA course at the university of York.

We continue to work with Professor Helen Odell-Miller who is Head of the Cambridge Institute for Music Therapy Research and a patron of the charity. This contact provides us with first-hand information on current thinking and potential developments in the field of music therapy.

Other points of note

1. *Impact of Covid-19.* The continuing pandemic restrictions during 2021 restricted opportunities during the year both to conduct face-to-face therapy and to run group sessions or events in our premises. The Director was on furlough during the lockdown periods. Our income from therapy fees was therefore somewhat reduced.

2. *Financial support.* We are grateful to the following bodies supporting our work in 2021:

Baily Thomas Charitable Fund	Boshier-Hinton Foundation
CAVCA Grow & Learn Fund	Charles and Elsie Sykes Trust
Co-op Local Community Fund	D'Oyle Carte Charitable Trust
Jack Brunton Charitable Trust	Jessie's Fund
Liz and Terry Bramall Foundation	Mark Master Masons (N & E Yorkshire)
National Lottery Community Fund	NYCC Stronger Communities Fund
Sir George Martin Trust	St James's Place Charitable Foundation
Sylvia & Colin Shepherd Trust	The Brelms Trust
The Foyle Foundation	Two Ridings Community Foundation
W W Spooner Charitable Trust	

3. *Community Support for NYMTC.* We are grateful to our many generous supporters through the year, particularly the Friends of the North Yorkshire Music Therapy Centre, new and old, who support our events and help us so generously with regular donations.

4. *Investment portfolio.* During the year we received a most generous legacy of £100,000 from the estate of Fred Ian Hoyle. With the agreement of the executors, the Trustees set up an investment fund with defined Terms of Use. The investment is deemed to be a designated fund to provide regular investment income for the Charity, and can only be drawn upon in highly limited and defined purposes as set out in the Terms of Use. We are very grateful to the estate of Fred Hoyle for the donation.

Financial review

Despite Covid-related restrictions during the year, we significantly increased our income both from grants (£46,715 vs £33,626 in 2020) and from therapy fees (£21,061 vs £11,248). Covid-related financial losses were partially offset through placing the Director on furlough

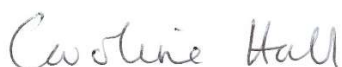
for periods when therapy could not be delivered. Our stronger income streams enabled the Trustees to appoint a half-time Music Therapist in September and to increase the hours of our Administrator. We were also fortunate in receiving a bequest of £100,000, £90,000 of which has been transferred to our investment portfolio. This will result in increased investment income in future years. With the agreement of the donor and the Trustees, the remaining £10,000 is held in our bank account for expenditure on staff training and other costs agreed under the terms of the bequest. As a result, our finances broke even over the year (a surplus of £952, taking into account the monies held by HMRC against future payments in 2022).

Declaration

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

Signed on behalf of the Charity's Trustees

Signature:

A handwritten signature in cursive script that reads "Caroline Hall".

Full name: Dr Caroline Lucy Mary Hall

Position: Chair

Date: 22 July 2022

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NORTH YORKSHIRE MUSIC THERAPY CENTRE**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2021.

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 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.



Ian Smithson CPFA,
3 Orchard Court,
Northallerton,
North Yorkshire
DL7 8DQ

9th June 2022

Receipts and payments for the year ended 31 December 2021

		2021			2020
		Unrestr	Restricted	Total	Total
Receipts					
	Donations ¹	£3,897	£2,389	£6,286	£6,563
	Bequests for investment ⁴	£0	£100,000	£100,000	£0
	Charitable activities ²	£44,462	£27,501	£71,963	£59,597
	Trading activities ³	£1,170	£0	£1,170	£932
	Investment income ⁴	£4,002	£0	£4,002	£4,105
	Subtotal	£53,531	£129,890	£183,421	£71,197
Sale of assets and investments					
	Sale of investment assets	£0	£0	£0	£20,000
Total receipts		£53,531	£129,890	£183,421	£91,197
Payments					
	Expenses ⁵	£55,554	£40,322	£95,876	£78,400
	Purchase of fixed assets	£438	(£618)	(£179)	£4,901
	Purchase of investments ⁴	£0	£90,000	£90,000	£0
Total payments		£55,992	£129,705	£185,697	£83,301
Surplus (deficit) for the year		(£2,461)	£185	(£2,276)	£7,896
Cash balances					
	Cash funds at start of year	(£2,597)	£18,668	£16,071	£8,176
	Cash funds at end of year	(£5,058)	£18,853	£13,795	£16,071

Note: on 31 Dec 2021, HMRC held an additional sum of £3,228 (unrestricted) relating to repayment of Statutory Maternity Pay.

¹ to ⁵: See Notes on Financial Statements

Statement of assets and liabilities for the year ended 31 December 2021

		2021			2020
		Unrestr	Restricted	Total	Total
Cash					
	Current bank account	(£6,476)	£18,853	£12,377	£15,150
	Specific events bank account	£1,253	£0	£1,253	£833
	Petty cash	£165	£0	£165	£88
	Total cash funds	(£5,058)	£18,853	£13,795	£16,071
Debtors	Therapy fees owed	~	~	£248	£966
Assets retained for Charity's use					
	Office equipment & instruments	~	~	£6,626	£8,031
Investment assets		~	~	£202,604	£109,314
Liabilities (invoiced in 2021)					
	Services	~	~	£0	£24
	Freelance fees	~	~	£0	£300
	Total liabilities			£0	£324

Notes on the financial statements

	2021			2020
	Unrestr	Restricted	Total	Total
1. Donations				
Individual donations	£0	£2,389	£2,389	£2,029
Friends of the Charity	£3,469	£0	£3,469	£4,436
Fundraising	£428	£0	£428	~
Bequests	£0	£100,000	£100,000	£98
Total donations	£3,897	£102,389	£106,286	£6,563
2. Charitable activities				
Grants	£19,214	£27,501	£46,715	£33,626
Therapy fees	£21,061	£0	£21,061	£11,248
Reimbursement of travel	£129	£0	£129	£103
Furlough (JRS)	£4,057	£0	£4,057	£14,620
Total charitable income	£44,462	£27,501	£71,963	£59,597
3. Trading activities				
Charity presentations	£50	£0	£50	£294
Sale of goods	£1,120	£0	£1,120	£638
Total trading income	£1,170	£0	£1,170	£932
4. Listed investments				
Investment income	£4,002	£0	£4,002	£4,105
Value of investments				
<i>Fox memorial fund</i>	£0	£112,723	£112,723	
<i>Hoyle memorial fund</i>	£0	£89,881	£89,881	

The two investment portfolios originate from donations for investment purposes. The Fox Memorial Investment Fund was set up in 2007. The Hoyle Investment Fund was set up in 2021. The bequest (£100,000) was initially paid into our account; £90,000 was transferred to investments, with the remaining £10,000 retained in our bank account against future expenditure (of which £2,050 was approved by the Trustees for expenditure in 2021).

In accordance with the wishes of the donors and of the NYMTC Trustees, the two investment portfolios are deemed to be "designated funds" to provide investment income, and which can only be drawn upon for highly limited and defined purposes.

5. Expense payments

Employee salaries	£13,999	£25,080	£39,080	£31,406
Freelance fees	£3,689	£12,143	£15,832	£5,170
PAYE/NI	£8,587	£0	£8,587	£9,956
Pension	£2,678	£0	£2,678	£2,650
Volunteer expenses	£0	£0	£0	£0
Trading event costs	£182	£0	£182	£90
Rent	£15,210	£0	£15,210	£15,000
Rates (refund)	£0	£0	£0	-£2,353
Services	£1,912	£0	£1,912	£2,250
Repairs & maintenance	£585	£0	£585	£152
Insurance	£1,214	£0	£1,214	£1,158
Travel costs	£1,349	£0	£1,349	£608
Subscriptions & prof fees	£0	£0	£0	£179
Courses & supervision fees	£1,980	£1,150	£3,130	£100
Phone/internet/Web	£499	£375	£873	£1,899
Printing, adverts, postage	£724	£0	£724	£765
Payroll service	£547	£0	£547	£691
Independent examiner fees	£237	£0	£237	£1,236
Other prof & legal fees	£582	£900	£1,482	£4,078
Ex gratia payment (redundancy)	£0	£0	£0	£2,426
Miscellaneous	£1,580	£674	£2,254	£939
Total expenses	£55,554	£40,322	£95,876	£78,400

Restricted funds

	Balance at			Balance at 31
	1 Jan	Receipts	Payments	Dec
Music my voice	£3,888	£16,389	£19,727	£549
Clowes fund	£2,485	£0	£375	£2,110
Byre choir fund	£298	£0	£0	£298
Restricted grant funding	£11,998	£15,890	£19,942	£7,945
Total restricted funds	£18,668	£32,278	£40,043	£10,903

Part of the Fred & Freda Hoyle Fund is held in our bank account, and can be called upon for specific purposes as specified in the Fund Agreement

Balance of Hoyle fund held in bank	£0	£10,000	£2,050	£7,950
Total inc. Hoyle Fund balance	£18,668	£42,278	£42,093	£18,853

Details of restricted funds

- Music my voice: *To subsidise therapy for clients with special needs*
 - Clowes fund: *To support printing and publishing*
 - Byre choir fund: *To support the Charity's choir*
 - Restricted grant funding: *To support a variety of projects*
- Details of trust and grant funding are shown below*

Grant and trust funding

(1) Contributing to MMV fund

Jack Brunton Charitable Trust
Liz and Terry Bramall Foundation
Boshier-Hinton Foundation
Baily Thomas Charitable Fund
Charles and Elsie Sykes Trust

(2) Contributing to projects

NYCC Stronger Communities Fund
Jessie's Fund
D'Oyle Carte Charitable Trust
CAVCA Grow & Learn Fund
St James's Place Charitable Foundation
Sir George Martin Trust
Sylvia & Colin Shepherd Charitable Trust
Two Ridings Community Foundation
The Brelms Trust
Mark Master Masons (N & E Yorkshire)

(3) Contributing to salaries or core funding (unrestricted)

The Foyle Foundation
National Lottery Community Fund
W W Spooner Charitable Trust
Co-op Local Community Fund