



CHANGING TUNES

Report and Financial Statements

of Changing Tunes



For the year ended 31 December 2022

Charity No. 1144789

Company No. 07791242

CHANGING TUNES
FINANCIAL STATEMENTS
YEAR ENDING 31 DECEMBER 2022

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CHANGING TUNES

REFERENCE AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 DECEMBER 2022

Patrons

Suzy Dymond-White

Stephen Hoddell

Governor of HMP Eastwood Park and former Governor of HMP Bristol

ex-Chair of Samaritans

Founder and Patron

Dr Richard Pendlebury FRSA MBE DL

Trustees

Andrew Wood BSc ACA (Chairman)

Jane Lings MA B.Ed (resigned 20th sep 2022)

Richard Sayer BA Hons, BSocSci Hons

Paula Harriott

James Thorne

Philip Jackman (resigned 1st Feb 2022)

James Rimmer MSc BSc

Jonathan James PhD, PGCE, ALCM

HHJ Michael Cullum

Key management personnel

Chief Executive

Musical Director

Fundraising Manager

Office Manager

Business Development Manager

Volunteer Finance Manager

Administrator

David Jones

Gareth Hamer

Rea Mole

Claire Greville

Dave Perryman

Alison Edmonds

Mike Somorjay

Musician Staff

Senior Musician in Residence

Senior Musician in Residence

Senior Musician in Residence

Senior Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Musician in Residence

Simon Torrance

David Cefai

Mike Griffiths

Anna Kissell

David Fugler

Clive Edwards

Cam Harper

Stuart Heath

Matt Newell

Elliot Ellison

Alex Scott

Shelly Quarmby

Tehilla Henry

Matt Hovenden

David Luft

Independent Examiner

Joshua Kingston BSc. ACA, Burton Sweet Limited, The Clock Tower, 5 Farleigh Court, Old Weston Road, Flax Bourton, Bristol BS48 1UR

CHANGING TUNES

REFERENCE AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 DECEMBER 2022

Bankers

Lloyds TSB, 317 Gloucester Road, Bristol, BS7 8PG

Virgin Bank, Jubilee House, Gosforth, NE3 4PL

Office: PO Box 2646, Bristol, BS6 9BU

Telephone: 0844 414 6083 | **Email:** info@changingtunes.org.uk | **Website:** www.changingtunes.org.uk

CHANGING TUNES

TRUSTEES' ANNUAL REPORT

YEAR ENDING 31 DECEMBER 2022

The Trustees present their report and the financial statements which have been independently examined for the year ended 31 December 2022.

Structure, governance, and management

Charitable Status

Changing Tunes is a company limited by guarantee (number 07791242) which was incorporated on 29 September 2011. It attained registered charity status with the Charity Commission of England and Wales (number 1144789) on 24 November 2011.

This charity was set up to take over the activities of an existing unincorporated charity of the same name, which was founded in 1997 as part of the work of the Bristol Chaplaincy, established as an Association with a Constitution on 2 February 2000, and granted charitable status on 2 March 2000 (charity number 1079673). As such, the assets and funds of the unincorporated charity were donated to this charity on 31 December 2011.

The Charitable Objects

The object for which the Charity is established is as follows:

The advancement of education of prisoners and ex-prisoners in all forms of music and the performing arts with a view to aiding their rehabilitation and to further their rehabilitation by whatever means the trustees may from time to time decide.

The charity uses the medium of music to build a trusting relationship with those it works with, inside prisons, aiming to continue that supportive relationship, on release, where possible, with the objective of reducing substantially the risk of re-offending.

Trustees

The charity's trustees meet at least four times a year to discuss and review the progress and development of the charity, and are kept up-to-date, between meetings, by email. Where a requirement for a new trustee is identified, suitable individuals are identified and approved and appointed by the remaining trustees. The Chairman of Trustees is responsible for the induction of any new trustee. New trustees have to gain an awareness of trustees' responsibilities, the governing document, administrative procedures, and the history and philosophy of the charity.

The board is fortunate in being well represented in many areas and skillsets and new appointments to the board are always made to address gaps or to add skillsets and experience to those not already represented.

Trustees will take advice from advisors, principally the charity's Independent Examiner, Burton Sweet, which is an expert in all relevant charity matters, but also through the trustees' own professional networks, where these are of use.

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Delegation to Management

The charity trustees delegate the responsibility of running the charity, day-to-day, to the Chief Executive and his senior management team. However matters like annual pay reviews and areas of new activity, are put forward to trustee meetings, debated, and approved.

Risk Management

The trustees have reviewed the major risks, and consider these major risks at each of its meetings during the course of the year, and there are systems in place to manage those risks. In addition, the board can be convened at any point, if a major issue is highlighted by the CEO to the Chair of Trustees.

Inevitably continued funding, to ensure continuation of services and employment is a constant challenge, but the trustees review quarterly management accounts, a re-forecast for the year, as needed, and fundraising applications and successes, at each of its trustee meetings.

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With Thanks

We would like to thank all those who have supported the Charity this year including:

1772 Charitable Trust	Lloyd Robinson Family Fund
AB Charitable Trust	MacFarlane Walker Trust
Austin Bailey Foundation	National Lottery Community Fund (Leaders with Lived Experience Programme)
Batchworth Trust	Nisbet Trust
Bromley Trust	Noel Buxton Trust
Burden Trust	Parivar Trust
CB and HH Taylor 1984 Trust	Patsy Wood Trust
Charles Hayward Foundation	PCC St Leonards Shipham
Charlotte Bonham-Carter Charitable Trust	Persula Foundation
Colwinston Charitable Trust	Quartet Community Foundation
Devizes Lions Club	Sir James Roll Charitable Trust
Fitton Trust	Sir John and Lady Heathcoat Amory Charitable Trust
Foyle Foundation	Souter Charitable Trust
Fulmer Trust	Swire Charitable Trust
George Henry Collins Charity	Syder Foundation
Gibbs Charitable Trust	The Armourers and Brasiers' Gauntlet Trust
Grantham Yorke Trust	The Jerusalem Trust
Harrison-Frank Family Foundation	The Samuel Gardner Memorial Trust
Henry Smith Charity	Three Oaks Trust
Hoddell Charitable Trust	Vera Outhwaite Charitable Trust
John and Susan Bowers Fund	W F Southall Trust
John James Foundation	W.E.D Charitable Trust
Joyce Fletcher Charitable Trust	Woodlands Churches
Langtree Trust	
Lightbulb Trust	

We are also grateful to every individual who donated to Changing Tunes

CHANGING TUNES

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Chairman's report

2022 was a year when most of the prisons in which we work were open, operationally, but, like many public sector organisations, the impact of Covid infections amongst staff, requiring temporary exclusion from the workplace, made normal prison staffing levels a real challenge, with a consequent impact on prisoners being escorted to our group sessions. However, as we saw throughout the Covid pandemic, our staff continued to adapt to these challenges, using remote learning resources that we developed during the shutdown period in 2020, and going on to the wings, to work on a one-to-one basis.

In funding terms, particularly from larger trusts, 2022 felt tougher than, ironically, 2020 and 2021, proving harder to secure the funding required to operate. However, with long-established and expert fundraising resource on our team, we worked hard to secure nearly £300,000 from such funders, for which we continue to be hugely grateful. In some cases, we had access to funders which don't normally take applications, but who invited an application, or funders which take an interest in very particular areas of our work, like work with women and younger adults or children.

Financially, to deliver a very small surplus on Unrestricted Reserves, and also deliver the projects for which we received funding, as Restricted Income, was a pleasing outcome of the year, but funding remains a tough challenge.

One key area that our Chief Executive, Dave Jones, has been very successful with, is in securing payments from prisons in which we work, paying for the work we do, increasing share of total income to around 30%. This is a model which has been developed in recent years, improving sustainability by reducing dependency on grants, rightly being proud of the demonstrable environmental and wellbeing impact within our prisons, and prisons recognising the value of what we do, financially.

The Red Tangent record label, for ex-offenders, headed up by an ex-beneficiary of the charity, had its second year of operation, securing and promoting five artists, which is a relatively unique model. On performance matters it was also a real highlight to see 27 of the prisoner-originated submissions we supported picking up Koestler awards (its 60th year in 2022), the highest number since 2018, again recognising real talent and self-worth through these awards.

As is always the case, I must thank all of our office staff and musicians-in-residence, which has been remarkably stable over the years. Nowhere was the team spirit and optimism, and our work, more evident than in our annual concert, again in November, and in-person – you just have to 'see it, to get it' and value and impact of all that we do.

Andrew Wood
Chairman of Trustees

CHANGING TUNES

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Statement of public benefit

The trustees have complied with their legal duty under the Charities Act to have regard to the public benefit guidance published by the Charity Commission.

Chief Executive's Report

I am extremely proud of the way staff have handled 2022. It has been a year of great development and as such has brought challenges not least of all financial. Development of projects such as 'Tuning In' and the all new preventative/early intervention work of 'Young Voices' have necessarily taken a lot of work to get off the ground.

Tuning In is a project to work specifically with mothers in prison recognising the correlation between mental ill health amongst female prisoners and the removal of mothers from their children. It also seeks to reduce reoffending through improving perceived links to their children.

The Young Voices project has seen us move in to the preventative arena for the first time, recognising the engaging power of music making. We are extremely grateful to our partners Lea Hall Academy and St Matthias Academy for working with us on this project.

We have also been focussing on increasing capacity in our existing prisons so that more prison residents can access our work. This has happened in HMPs Eastwood Park, Swansea and the IOW. We have also doubled provision in Vinney Green Secure Children's Home. Increased capacity has meant that we have been able to diversify the work, allowing for group and 1:1 sessions, different music genres and even socially prescribed sessions. We recruited replacement musicians in Stafford, Erlestoke and Guys Marsh Prisons enabling work there to restart taking the number of settings we work in on a long-term basis to 21.

The criminal justice system and the prison sector particularly is experiencing huge challenges around staffing, backlog of cases and a rising prison population. The additional pressure that this layers on top of what is already a difficult environment to work in have begun to show on our staff. We have tried to focus on staff wellbeing and support their own mental health, recognising that we cannot support prison residents if our own staff are not suitably supported. I am particularly proud that we have started on the road to becoming a Trauma Informed Organisation that will put staff welfare at the heart of how we do our work.

Securing funding to work with prisoners and ex-prisoners has never been easy however the grant funding sector in 2022 has been particularly challenging reflecting the wider and ongoing tail of COVID-19. Grant funding overall was down by 25% however we still managed to protect our unrestricted reserves. Our deliberate policy of pursuing funding direct from Prisons has paid dividends with us seeing a 195% increase in funding from this source. We are confident that there is more to come in this area despite public sector austerity that is coming.

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YEAR ENDED 31 DECEMBER 2022

Overview of 2022 in numbers:

Group music sessions delivered	1914
Participants worked with	549
Audience numbers	598
Recordings sessions	78
Koestler Awards received	27

2022 Objective	Performance
Develop work in current prisons	Provision is back to normal levels in almost all prisons. We have chosen not to return to HMPs Brinsford, Featherstone and Hewell due to a lack of financial support for the work.
Develop work in new prisons	We begun delivering in 2 Pupil Referral Units and 1 SEMH school reflecting a desire to move into preventative work.
Increase number of people worked with post-release	We have increased the number of people worked with post-release via working the Activity Hub in Bristol and also increasing the frequency of some of our Hubs.
Secure "Working with Trauma Quality Mark" Bronze or Silver	After much work we have secure the Bronze Quality Mark for Working with Trauma. This is an excellent achievement and a good start on our journey to becoming a Trauma Informed Organisation.
Become an Anti-racist organisation	Work in this area has continued. We have diversified our staff team further in 2022 and are seeing more representative levels of people from BME groups taking part in our sessions in some prisons.
Roll out distance learning packs	This has been completed.

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Develop clear position on Drill music, how we facilitate it, what our red lines are	We undertook a Team Day looking at this complex issue. Using outside experts, we formulated a new policy document on this which has been rolled out.
Develop Partnerships	Second Step pathway is continuing to develop slowly.
Deliver Young Voices project	Our Young Voices project is up and running in 1 YOI, 1 SEMH School 2 PRUs and 2 SCHs. We have had a researcher following work the finding from which are expected in March 2023.

Fundraising and Communications

The last year has been one of the most challenging years in recent times from a fundraising point of view. The financial pressures of the pandemic have been unwinding and leaving the funding landscape hugely pressured. This has meant that our success rate for funding applications has fallen and as a result the funding we secured is significantly reduced. We received £214,000 in unrestricted funds and £113,000 in restricted funds.

Despite the challenging environment we managed to secure a number of significant multi-year awards meaning that we can be relatively assured of funds promised in to the coming 3 years. This policy of seeking multi-year prospects will certainly support sustainability going forward.

We have continued to improve the quality and content of what we communicate and with whom. We now have a well run social media output which is brining in new audiences and stakeholders for our work. This has been backed up by an attempt to tell our story and document, through photo and film, what we do. Given this nature of our work this has been hard but the results have been very well received.

Financial Review

Income in 2022 was £502,966, compared to £498,813 in 2021, of which 77.4% was unrestricted funds and expenditure was £541,538. This resulted in a reduction in our reserves to £219,978.

Unrestricted funds at the year-end stood at £121,779. The reserves policy of the charity prescribes maintaining a balance of six months' expenditure. This equates to reserves of £270,769 and, at the year-end, free reserves were £117,155, which is still short of the target policy amount. No funds, whether restricted or unrestricted, were in deficit at the year-end.

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Plans for the next 12 months

Our priority for 2023 is to ensure that we bring about sustainability in everything we do; for participants, for staff and for the organisation. Alongside this we have a number of specific objectives that we would like accomplish in the coming year:

1. Implement 'Becoming an Anti-racist organisation' action plan
2. Implement Fundraising Strategy
3. Improve the diversification of incomes sources. Prison funding to hit 33% of overall income
4. Instigate Major Donor Steering Group
5. Implement Training Plan
6. Increase frequency of Group supervision and effectiveness
7. New Website developed
8. Implement 'Becoming a Trauma informed Organisation' action plan
9. Create more performance opportunities for participants
10. Begin work in 3 new prisons
11. Review risk management processes

CHANGING TUNES

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

Statement of Trustees' responsibilities

The trustees (who are also directors of Changing Tunes for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom 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 income and expenditure, of the charitable company for that period. 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 judgments and accounting 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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.

Signed by order of the Trustees

Andrew Wood, Chairman



Date: 11 July 2023

CHANGING TUNES

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 DECEMBER 2022

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity's 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 charity'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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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
- 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.

Joshua Kingston

Joshua Kingston BSc. ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 11 July 2023

CHANGING TUNES

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income from:					
Donations	2	213,839	113,377	327,216	439,364
Charitable activities:					
Prison Post-Release Work		174,892	-	174,892	59,179
Other trading activities		858	-	858	270
Total income		389,589	113,377	502,966	498,813
Expenditure on:					
Raising funds		53,254	-	53,254	48,112
Charitable activities	3	324,079	164,205	488,284	370,587
Total expenditure		377,333	164,205	541,538	418,699
Net income/ (expenditure) net movement in funds	6	12,256	(50,828)	(38,572)	80,114
Total funds at 1 January 2022	11	109,523	149,027	258,550	178,436
Total funds at 31 December 2022	11	121,779	98,199	219,978	258,550

The Charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the Charity are classed as continuing.

The notes on pages 17 to 25 form part of these financial statements.
See note 7 for fund-accounting comparative figures.

CHANGING TUNES

BALANCE SHEET

AS AT 31 DECEMBER 2022

Company number: 07791242

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	8	4,624	4,935
Current assets			
Debtors	9	18,819	16,541
Cash at bank and in hand		202,958	245,048
		<u>221,777</u>	<u>261,589</u>
Liabilities			
Creditors: amounts falling due withing one year	10	(6,423)	(7,974)
Net current assets		215,354	253,615
Total net assets		<u>219,978</u>	<u>258,550</u>
Funds			
Restricted funds	12	98,199	149,027
Unrestricted funds			
Designated funds	12	4,624	4,935
General funds	12	117,155	104,588
Total funds		<u>219,978</u>	<u>258,550</u>

For the year ended 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476.

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

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

The financial statements were approved by the trustees on 11 July 2023 and signed on their behalf by:

Andrew Wood

.....
Andrew Wood
Chairman of Trustees

The notes on pages 17 to 25 form part of these financial statements.

CHANGING TUNES

CASH FLOW STATEMENT

YEAR ENDED 31 DECEMBER 2022

	Note	2022 £	2021 £
Net cash inflow from operating activities	13	(40,302)	71,822
Non-operational cash flows:			
Investing activities			
Fixed asset additions		(1,788)	(4,549)
		<u>(1,788)</u>	<u>(4,549)</u>
Net cash inflow/(outflow) for the year	14	<u><u>(42,090)</u></u>	<u><u>67,273</u></u>

Cashflow Restrictions

Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The charity is a public benefit entity as defined under FRS102.

There are no material uncertainties about the charity's ability to continue as a going concern, despite the significant uncertainty being caused by the worldwide COVID-19 crisis. Whilst the Trustees expect there to be a significant impact on the charity's operations and reserves in the coming months and years, the charity has sufficient reserves to be able to meet these challenges.

Income

Income from donations is included in income when these are receivable, except as follows:

- I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;
- II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Investment income is included on a receivable basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accrual basis, inclusive of any VAT which can be recovered.

Fixed assets

Fixed assets are stated at cost with purchases of £500 or greater being capitalised. Depreciation is calculated so as to write off the cost of fixed assets over the useful life as follows:

Music equipment	25% reducing balance
Office equipment	25% straight line

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

1 Accounting policies (*continued*)

Bank

Cash at bank and cash in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds form a part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be undesignated at any time at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 Income from: Donations

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Individual gifts	42,654	400	43,054
Church gifts	4,357	-	4,357
Grants receivable	166,828	112,977	279,805
	<u>213,839</u>	<u>113,377</u>	<u>327,216</u>

Prior year comparative

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Individual gifts	51,311	250	51,561
Church gifts	3,449	400	3,849
Grants receivable	210,620	156,019	366,639
Coronavirus job retention scheme	17,315	-	17,315
	<u>282,695</u>	<u>156,669</u>	<u>439,364</u>

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

3 Expenditure on: Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Wages and salaries	232,648	121,019	353,667
Post-release costs	36,113	26,516	62,629
Equipment	6,987	2,557	9,544
Travel and subsistence	7,980	2,977	10,957
Training	-	457	457
Office costs	25,131	98	25,229
Recruitment	690	124	814
Accountancy fees	1,918	-	1,918
Publication and printing	5,233	1,473	6,706
Professional fees	1,812	8,984	10,796
Depreciation	1,965	-	1,965
Loss on disposal of fixed assets	134	-	134
Governance costs: Independent examiner's fees	3,468	-	3,468
	324,079	164,205	488,284

Prior year comparative

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Wages and salaries	211,036	68,115	279,151
Post-release costs	30,804	15,143	45,947
Equipment	225	-	225
Travel and subsistence	1,243	72	1,315
Training	744	85	829
Office costs	25,031	129	25,160
Recruitment	169	-	169
Accountancy fees	1,833	-	1,833
Publication and printing	5,094	786	5,880
Professional fees	3,924	86	4,010
Depreciation	1,796	-	1,796
Loss on disposal of fixed assets	452	-	452
Governance costs: Independent examiner's fees	3,820	-	3,820
	286,171	84,416	370,587

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

4 Staff costs and numbers

	Total 2022 £	Total 2021 £
The aggregate staff costs were:		
Wages and salaries	371,479	306,259
Social security costs	28,199	19,446
Pension costs	11,301	8,915
	410,979	334,620

The average weekly number of staff during the period, calculated on the basis of headcount, was as follows:

	2022 No.	2021 No.
Management/ Fundraising	4	5
Charitable Activities	18	15
	22	20

No employee received emoluments of more than £60,000.

The key management personnel comprise of the Trustees, the Chief Executive Officer, the Musical Director, Fundraising Manager and the Office Manager. The total employee benefits of the key management personnel were £156,314 (2021: £139,800).

5 Taxation

The charity is exempt from corporation tax on its charitable activities.

6 Net income/(expenditure) for the year

	Total 2022 £	Total 2021 £
This is stated after charging:		
Independent examiner's fee:		
- for independent examination	1,907	1,815
- for accounts preparation	1,561	1,485
- (over)/ under accrual	-	520
Depreciation	1,965	1,796
Loss on disposal of fixed assets	134	452

The total Trustees' expenses paid during the year ended 31 December 2022 were £Nil (2021: £Nil).

Aggregate donations from Trustees and other related parties in the year were £4,800 (2021: £7,425).

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

7 Statement of Financial Activities comparative figures

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Income from:			
Donations	282,695	156,669	439,364
Charitable activities			
Prison Post-Release Work	59,539	(360)	59,179
Other trading activities	270	-	270
Total income	342,504	156,309	498,813
Expenditure on:			
Raising funds	48,112	-	48,112
Charitable activities	286,171	84,416	370,587
Total expenditure	334,283	84,416	418,699
Net income/ (expenditure) and net movement in funds	8,221	71,893	80,114
Total funds at 1 January 2021	101,302	77,134	178,436
Total funds at 31 December 2021	109,523	149,027	258,550

8 Fixed assets

	Office Equipment £	Musical Equipment £	Total £
Cost			
At 1 January 2022	4,599	3,742	8,341
Additions	1,039	749	1,788
Disposal	(549)	(318)	(867)
At 31 December 2022	5,089	4,173	9,262
Depreciation			
At 1 January 2022	1,562	1,844	3,406
Charge for the year	1,272	693	1,965
Disposals	(549)	(184)	(733)
At 31 December 2022	2,285	2,353	4,638
Net Book Value			
At 31 December 2022	2,804	1,820	4,624
At 31 December 2021	3,037	1,898	4,935

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

9 Debtors	2022	2021
	£	£
Trade debtors	3,252	4,300
Other debtors	2,720	2,110
Prepayment and accrued income	12,847	10,131
	18,819	16,541

10 Creditors: amounts falling due within one year	2022	2021
	£	£
Other creditors	2,453	1,884
Accruals & deferred income	3,970	6,090
	6,423	7,974

11 Movement in funds

	At 1 January				At 31
	2022	Income	Expenditure	Transfers	December
	£	£	£	£	2022
					£
Restricted funds					
1772 Charity	-	19,000	(3,830)	-	15,170
John James	-	7,000	(2,717)	-	4,283
Cadbury/West Midlands	13,898	-	(13,898)	-	-
Charles Hayward/Young Voices	23,250	17,500	(26,983)	-	13,767
Lightbulb Trust	17,850	-	(17,850)	-	-
NL-Lived Experience/RTR	960	24,024	(24,984)	-	-
Post-release Bristol	-	2,100	(2,100)	-	-
Rayne Foundation	14,000	-	(8,266)	-	5,734
Sheriff of Gloucester	5	-	(5)	-	-
Small Trusts	53,400	26,253	(50,836)	-	28,817
Swire	-	17,500	(922)	-	16,578
Valentines/ Guy Marsh	13,535	-	(3,020)	-	10,515
Walter Guinness/ Erlestoke	3,496	-	(1,746)	-	1,750
Weavers/Drake Hall	7,098	-	(5,758)	-	1,340
Weinstock	1,535	-	(1,290)	-	245
	149,027	113,377	(164,205)	-	98,199
Unrestricted funds					
General funds	104,588	389,589	(375,368)	(1,654)	117,155
Designated funds	4,935	-	(1,965)	1,654	4,624
	109,523	389,589	(377,333)	-	121,779
Total funds	258,550	502,966	(541,538)	-	219,978

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

11 Movement in funds (*continued*)

	At 1 January 2021 £	Income £	Expenditure £	Transfers £	At 31 December 2021 £
Restricted funds					
Cadbury/West Midlands	-	14,000	(102)	-	13,898
CAF Resilience	1,240	3,509	(4,749)	-	-
Charles Hayward/Young Voices	-	23,250	-	-	23,250
Lightbulb Trust	-	17,850	-	-	17,850
NL-Lived Experience/RTR	-	24,914	(23,954)	-	960
Prison Funded Work	12,274	(360)	(11,914)	-	-
Rayne Foundation	-	14,000	-	-	14,000
Sheriff of Gloucester	2,176	1,750	(3,921)	-	5
Small Trusts	30,647	53,896	(31,143)	-	53,400
Southern Coop	4,006	-	(4,006)	-	-
Valentines/ Guy Marsh	13,623	-	(88)	-	13,535
Walter Guinness/ Erlestoke	3,684	-	(188)	-	3,496
Weavers/Drake Hall	8,409	-	(1,311)	-	7,098
Weinstock	1,075	3,500	(3,040)	-	1,535
	77,134	156,309	(84,416)	-	149,027
Unrestricted funds					
General funds	98,668	342,504	(332,486)	(4,098)	104,588
Designated funds	2,634	-	(1,797)	4,098	4,935
	101,302	342,504	(334,283)	-	109,523
Total funds	178,436	498,813	(418,699)	-	258,550

1772 Charity

These funds are for the Tuning in with women project.

Cadbury/West Midlands

These funds were given for music rehabilitation programmes with prisoners and ex-prisoners in the West Midlands.

CAF Resilience

These funds were given for COVID-19 emergency support.

Charles Hayward/Young Voices

These funds were given for music rehabilitation work with young people who are in the criminal justice system, or at risk of entering it.

Designated Funds

These funds represent the net book value of fixed assets held by the Charity.

John James

These funds are for Vinney Green and PRU work with young people.

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

11 Movement in funds (continued)

Lightbulb Trust

These funds were given for music rehabilitation work with young people who are in the criminal justice system, or at risk of entering it.

NL-Lived Experience/RTR

These funds were given to help the professional development of ex-prisoners as creative leaders, producers and musicians.

Post-release Bristol

Funds received from small funders to help with post-release work on Bristol respectively.

Prison funded work

Funding received from small trusts to fund work in prisons.

Rayne Foundation

These funds were given to research and develop a music rehabilitation programme for Secure Children's Homes.

Sheriff of Gloucester

These funds were given to support our work at Vinney Green Secure Unit.

Small Trusts

These funds represent lots of smaller amounts given towards a particular aspect of the charity's work. The majority of the funds represent grants given for work in a specified prison.

Southern Coop

These funds were given for the provision of post release work in Bristol and Hampshire.

Swire

These funds were given to support the Young Voices project.

Valentine Charitable Trust

Funding received for prison work in Dorset (Guy's Marsh).

Walter Guinness

The funds were given to support our work at HMP Elestoke.

Weavers/Drake Hall

These funds were given for the provision of a musician in residence in Drake Hall.

Weinstock Fund

These funds were given towards the charity's work in HMP Erlestoke.

12 Analysis of net assets between funds

	Restricted Funds £	Unrestricted Designated Funds £	General Funds £	Total 2022 £
Tangible fixed assets	-	4,624	-	4,624
Other net assets	98,199	-	117,155	215,354
	98,199	4,624	117,155	219,978

CHANGING TUNES

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2022

12 Analysis of net assets between funds (continued)

Prior year comparative

	Restricted Funds £	Unrestricted Designated Funds £	General Funds £	Total 2021 £
Tangible fixed assets	-	4,935	-	4,935
Other net assets	149,027	-	104,588	253,615
	<u>149,027</u>	<u>4,935</u>	<u>104,588</u>	<u>258,550</u>

13 Reconciliation of net movement in funds to net cash inflow from operating activities

	2022 £	2021 £
Statement of Financial Activities: Net movement in funds	(38,572)	80,114
Depreciation	1,965	1,796
Decrease/(Increase) in debtors	(2,278)	(9,154)
(Decrease)/Increase in creditors	(1,551)	(1,386)
(Gains)/Losses from sale of fixed assets	134	452
Net cash (outflow)/inflow from operating activities	<u>(40,302)</u>	<u>71,822</u>

14 Analysis of changes in cash during the year

	2022 £	2021 £	Change £
Cash at bank and in hand	<u>202,958</u>	<u>245,048</u>	<u>(42,090)</u>
	2021 £	2020 £	Change £
Cash at bank and in hand	<u>245,048</u>	<u>177,775</u>	<u>67,273</u>

15 Related party transactions

There were no further related party transactions other than those disclosed elsewhere within the financial statements.