

**HACKNEY YOUTH ORCHESTRAS TRUST**

**FINANCIAL STATEMENTS**

**FOR THE YEAR APRIL 2015 - MARCH 2016**

# **HACKNEY YOUTH ORCHESTRAS TRUST**

## **THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016**

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# HACKNEY YOUTH ORCHESTRAS TRUST

## THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

### CHARITY INFORMATION

**CHARITY REGISTRATION NUMBER** 1013051

#### MANAGEMENT COMMITTEE TRUSTEES

**Trustees:**

Christopher Lane	(Chair)
Susan Barber	(Secretary)
Rachel Dollimore	(Treasurer)
David McCarthy	
James Cunningham	
Diane Tuckey	
Sharon Sullivan (appointed 14 November 2015)	
Joe Vaitilingam (appointed 5 March 2016)	

**Key management personnel:**

Music Director	Mladen Stankovic BMus (Hons)
Co-ordinator	Lyn Perry BA (Hons), DipLibInfSci, DipInfSysTech

REGISTERED OFFICE 78 Queen's Drive  
London N4 2HW

INDEPENDENT EXAMINER C Smart  
Community Accountancy Project  
The Print House  
18 Ashwin Street  
London E8 3DL

BANKERS

HSBC
312 Seven Sisters Road
London N4 2AW
TSB
Stamford Hill
London E5 9AH

# **HACKNEY YOUTH ORCHESTRAS TRUST**

## **REPORT OF THE TRUSTEES**

The trustees present their report together with the financial statements of the charity for the year ending 31 March 2016. The financial statements comply with the Charities Act 2011, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

### **Chair's Report**

Hackney Youth Orchestras Trust has had a successful year both in terms of its current operations and also its strategic development.

Operationally there have been increases in the numbers of students benefiting from the Saturday School's orchestras programme and a continuation of students making progress with ABRSM or Trinity music grade exams.

We have presented three excellent concerts, which are open to the public and attract large audiences. The Speaker or Deputy Speaker of Hackney Council attended all three concerts and guests were welcomed from other borough youth organisations and schools.

Parent, carer and student satisfaction, as indicated through various feedback channels, continues to be very strong.

In strategic terms, we have cemented a closer relationship with Hackney Music Service - which has led to a higher level of community engagement for the organisation, in turn delivering greater public benefit. In addition these links will allow the Trust to raise its profile in way that has the potential to widen participation further in our core activity of music tuition and involvement in ensemble playing for young people.

A key additional initiative, delivered in the financial year under review, and for which planning has taken place for 2016-17 has been the further development of our Summer School. Funding for the new school - which took place for the first time in Hackney Wick in July 2015 - was gained from Hackney Council. This will continue in July 2016. The Trust's focus in taking this new initiative has been to reach out to a wider cross section of young people across Hackney, as well as to address specific local priorities to improve community cohesion and reduce social inequality across the borough.

From a financial planning perspective, the Trust has continued to enhance its sustainability through continuing fundraising activity and through expansion in student numbers. The addition of the Summer School involved a 20% increase in annual turnover in 2015-16. The Trustees are mindful at all times of the need to maintain a balance between sustainability and the need to maximise the impact and social return on the resources that it has at its disposal. One significant challenge for the Trust emerged over the course of the financial year. The London Borough of Hackney made the decision not to fund our Saturday School activity for the 2016-17 financial year, although it continues to support the Summer School. Trustees have acted promptly to plan for this change by identifying alternative sources of funding and ensuring that costs will be in line with available resources for the next financial year and beyond.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Chair's Report (continued)**

The Trustees are grateful for the outstanding support the Trust receives from funders, individuals, Stoke Newington Media and Arts College, Hackney Music Service and other community organisations. Their support has made it possible to continue to offer a high quality service to our users. The Trustees acknowledge the contribution of the director, tutors, coordinator and volunteers for their work, commitment and loyalty.

**Christopher Lane**

**Chair**

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Charitable Objects:**

To promote, improve, develop and maintain public education in music especially among young people between the ages of 6–21 years, through coaching, ensemble playing and public performance of music of the highest standard.

#### **Public Benefit**

The Trustees of Hackney Youth Orchestras Trust have regard to the Charity Commission guidance on public benefit. All trustees have read the guidance, and the guidance has been considered when undertaking the charity's work in planning the activities for the year. The trustees reviewed the guidance at their trustee meetings over the course of the year.

#### **How our activities deliver public benefit**

To fulfil the trust's obligations to provide public benefit, the following programme of activities was undertaken:

- Provision of a Saturday classical music school for 30 weeks each year in which over 100 Hackney state school children receive high quality professional instrument, theory and orchestral tuition at a subsidised cost affordable by local families. One low registration fee allows students to access up to 2½ hours individual and ensemble tuition each week. There are no entry requirements for starter groups and individual tuition and no references or recommendations are needed to join Hackney Youth Orchestras Saturday Music School
- Provision of a week long Summer Music School in which 46 children and young people received tuition by professional musicians, in ensemble, choir and orchestral groups. All fees were subsidised so as to be affordable to local families. As with the Saturday School, there were no entry requirements
- Provision of reduced fee places for low-income families. 10 free scholarships at our Saturday School for work-less households each year. 10 zero-fee places are available for students eligible for free school meals at our Summer School
- Provision of access to internationally recognised graded music examinations
- Provision of low cost hire instruments
- 3 free public concerts each year widely advertised locally and open to all without prior booking
- Opportunities for participation in local schools music festival, borough community and regional and national musical schemes, projects, events and performances
- Partnership and collaboration with local borough music service

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (continued)**

#### **Public performances**

Three public concerts were held in July, December and March, each offering a challenging 1-hour programme by 2 orchestras, starter recorder groups and an average of 15 soloists and ensembles. The Hackney Council Speaker or Deputy Speaker attended performances and graciously presented the Jack Petchey Achievement Awards and gave inspirational speeches. Approximately 250 parents, friends, representatives from local music education organisations, funders, supporters and Hackney residents attended each concert.

Students were invited to perform in a Hackney Borough Youth Orchestra Concert organised by Hackney Music Service. HYOT students were selected to benefit from the Barbican Youth Orchestra for London project.

#### **Tuition**

30 weekly sessions taught by 12 tutors (11x3 hrs, 1x4 hours) and Music Director (2 hours)

Individual professional instrumental tuition delivered to 72 Hackney state school students aged 6-19: 72 x 30 mins x 30 weeks

There is a very high level of student attendance (over 92%)

#### **Orchestras**

Junior orchestra (69 grade 1-2 students) taught by the Music Director: 45 mins x 30 weeks

Chamber orchestra (35 grade 3+ students) - taught by the Music Director: 50 mins x 30 weeks

#### **Starter groups**

A program of introduction to music for 8 beginners or near beginners aged 6-7: 2 groups x 30 mins x 30 weeks.

#### **Theory classes**

A music theory class (individual study programmes supervised by the Music Director) attended by 15 students: 30 mins x 30 weeks.

#### **Exams and exam preparation**

30 tuition students passed national grade exams, 7 of them with distinction and 10 with merit.

#### **Summer School**

The Summer School timetable provided: ensemble/sectional work 6 hours, orchestra 7 hours, sports activities 3¼ hours, choir 3 hours, a concert by tutors for the students ¾ hour, rehearsal for the students' concert ¾ hour, students' concert 1 hour.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Our volunteers**

The Trust provides significant opportunities for volunteer and governance training and development.

Under the supervision of the management committee an average of 19 volunteers - young people, parents and carers - were involved in the ongoing delivery of the organisation's activities including health and safety audits and publicity.

Other activities e.g. fundraising, management training, completing grant applications, carrying out quarterly monitoring, supported volunteers undertook user surveys and clerical assistance.

Trustees are informally available to staff and users on a weekly basis. Many parents/carers are new to voluntary activity in a registered charity and benefit from this individual development opportunity.

#### **Instrument hire**

Low cost instrument hire is available to students and the hire instrument stock was replenished with funding from the Jack Petchey Foundation.

#### **Awards for young people**

Jack Petchey Achievement Awards were presented to 6 students for exceptional hard work, commitment or positive contribution to others.

#### **Our artistic values**

The Trust's artistic values are broadly shaped by the charity's mission and guidance from the Trustees. They are fulfilled at both a strategic and operational level by the Trust's music director. The Trust values very highly the acquisition of classical music craft skills by students. In relation to musical repertoire, it aims to affirm tradition at the same time as being willing to challenge orthodoxy for both students and concert audiences. Music repertoire is chosen in part to encourage reflection on the extraordinary cultural diversity of Hackney and the experience of inner city life.

#### **Achievements and performance**

##### **Saturday Music School**

Students performed alongside staff at 3 concerts open to the public. The students had rehearsed pieces throughout the previous term for solo, group and orchestra performances. Our youngest starter group students gave a recorder presentation at each concert.

At our Summer concert, the Junior Orchestra played Tourdion's *16th Century French Dance* and Susato's *Danserye*, and the Chamber Orchestra played movements from Telemann's *Viola Concerto in G Major*, J S Bach's *Double Violin Concerto in D Minor*, Mozart's *40th Symphony in G Minor* and an Abba medley. 16 students played solos.



## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Achievements and performance (continued)**

At our Winter concert, the Junior Orchestra played Jessel's *Parade of the Tin Soldiers* and Schumann's *Soaring* and the Chamber Orchestra movements from Tchaikovsky's *Swan Lake*. 15 students played solos.

At our Spring concert, the Junior Orchestra performed Dvorak's *Slavonic Dance in G Minor* and the Chamber Orchestra Listz's *Hungarian Rhapsody No 2*. 17 students performed solos.

At this year's concerts, 71 students played in the orchestras, 46 students performed solos, 6 played in the recorder group and 2 performed solos with the orchestras at one or more of our concerts this year. Many of these students would not otherwise have the opportunity to perform in a concert in this way. Many, performing in the concerts, in front of an audience, are nervous to begin with, but are happy afterwards with their achievement, resulting in increased confidence. New and continuing players have worked as a team in the orchestras, with more experienced students supporting those who have recently joined, learning to listen to each other and play their part in preparing a piece of music as a group, ready to perform at the concert.

109 children and young people have been able to benefit from a musical education, which many of them would not otherwise have been able to access. Individual instrumental tuition has been offered to 72 students at a subsidised rate. This is particularly important for the students paying the concessionary rate - 14 students benefited from reduced fee rates and 1 from a free SNS tuition bursary. We have further reduced fee places available, which we are in a position to offer to new or existing students when needed. Many students would not have been able to afford individual tuition if they had to pay for this privately. Most of the students attending the orchestras at HYOT would not otherwise have had the chance to play and perform in an orchestra.

#### **Summer Music School**

Over the course of the week, students worked in orchestra and ensemble groups, on a variety of instruments: percussion (African drums, timpani, drum kit), woodwind (clarinet, flute, sax, recorder), brass (trumpet, French horn), strings (violin, cello, double bass and guitar), piano and keyboards. Students also sang in a choir. The week's musical activities were in preparation for a concert performance by the students on the Friday afternoon.

The programme included:

Choir - Mary Mack's *Furrem Be Heen* and 'Medley' from *Les Miserables*, Orchestra - extract from Stravinsky's *Firebird* and Grieg's *In the Hall of the Mountain King*, Percussion group - *Eleven/Rhythm Arrangement*, Woodwind - *Hot Cross Buns*, EGBG's *Skat Cat Swing*, *Wizard's Waltz* and *Hedwig's Theme*, Strings - Pachelbel's *Canon*, Guitars - *Got Lucky/My Favourite Things*, Brass - *William Tell Overture* and *O Sole Mio* and Piano group - *The Swan Improvises* and *Indian Pony Race*.

One survey respondent said:

"It was lovely to attend as it is not something that I usually do. The hard work and passion was obvious and the standard was amazing."

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

Staff reported students having the opportunity to be taught and participate in music ensembles and orchestras who may not otherwise have had the opportunity to take part in these types of activities. The standard of playing shown at the concert demonstrated how much had been achieved over the week.

Family members and friends attended the concert and heard students perform, including families of Saturday School students and families of students from Hackney Wick and nearby areas, participating in our activities for the first time.

#### **Student and parent/carer experience and feedback**

Opportunities for composing projects and summer schools were identified as priorities in parental feedback. We are working on developing the composing project and were able to put on a summer school in the summer holiday of 2015. We are currently planning another summer school for 2016. Parents are very satisfied with current provision as reported in annual feedback surveys.

#### **Financial review**

Grants awarded by the Hackney Voluntary and Community Sector Grants Programme and the John Lewis Partnership have allowed the Trust to provide individual tuition, orchestras, theory class, starter group and public concerts through our Saturday music school, as well as a week long programme of choir, ensemble and orchestral sessions at our summer music school, with a small surplus of £104 at the end of the this financial year

Healthy reserves have allowed the Trust to cover this deficit with only a 2% increase in student fees, at a time when many families are finding it hard to meet the costs of out of school educational activities. These reserves have also allowed the Trust to designate funds for another summer music school and a composer project, which are planned for next year.

HYOT's Financial Policy and Procedures are reviewed annually and was last reviewed at the Trustees' meeting on 5 March 2016.

#### **Review and Results**

The Trustees report on a small surplus of £104 on operations for the year under review. The Trust's principal sources of funding in terms of proportion of contribution towards costs are as follows: a main grant from the London Borough of Hackney of £17,774, £5,000 from the John Lewis Partnership and a small grant from the London Borough of Hackney of £4,953. These grants from London Borough of Hackney and John Lewis Partnership were all used to deliver the activities and outcomes delivered by the Hackney Youth Orchestras Trust, described earlier in this report.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Review and Results (continued)**

The proportions of Saturday School costs covered by each of these funding sources during the year 2015-16 are as follows:

- Registration fees and instrument hire 49%
- London Borough of Hackney 23%
- John Lewis Partnership 6%

The proportions of Summer School costs covered by each of these funding sources during the year 2015-16 are as follows:

- Registration fees 7%
- HYOT 52%
- London Borough of Hackney 35%
- Jack Petchey Foundation project grant 6%

Registration fees and instrument hire have been set at this level as the charity has found it necessary to raise funds in order to cover costs not paid for by other charitable funds and to build up and maintain reserves, as well as provide a platform for future development. The value of grants received is highly variable and we often don't know the outcome of applications until very close to the period for which they will provide funding. Students whose families are on a low-income pay a lower than half fee rate and in some cases free places are available. Those who can afford to pay only pay full fees. The Jack Petchey Foundation grants a restricted fund through its Jack Petchey Achievement Award Scheme, which has enabled purchase of items as agreed with award winners, for example new hire instruments and part funding additional orchestra rehearsals.

#### **Our pricing policy**

Since revenue has elements that are predictable from year-to-year (e.g. registration fees and instrument hire) and other income is more variable (e.g. annual grants), the level of registration fees and instrument hire is kept under constant review. Prices are set after reviewing current and projected budgets to assess the need for any increase, the registration fees being increased when necessary to cover increases in regular costs, particularly staff pay. Whilst considering the budgets and costs, trustees will also consider the likely impact of any increase on ability to pay, particularly for those eligible to pay the concessionary rate.

HYOT makes provision for:

Saturday School: up to 20 reduced fee places at £65 per term (which is under half the full rate) for low-income families and up to 10 free scholarships for unemployed families each year.

Summer School: up to 10 reduced fee places and up to 10 zero-fee places for students eligible for free school meals.

HYOT also provides a number of low cost hire instruments with a fee of £20 per term (half the standard rate) for those on a low income.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (CONTINUED)**

#### **Investment powers and policy**

The trustees have invested funds that do not need to be immediately available for ongoing costs in interest bearing notice accounts with accredited UK banks. The Trust has no stock market investments. Choices of investment have been made on the basis of achieving a good interest rate and investing only in low risk investments. The trustees intend to review investments in terms of their alignment with the Trust's mission and ethical responsibilities.

#### **Reserves policy and going concern**

We hold cash at bank of £59,633, £58,633 of which is unrestricted funds.

The Trust aims to hold a minimum of 35% of annual costs as unrestricted reserves and a maximum of 100%.

The Trust monitors revenue and costs in order to maintain and improve the level of reserve funds, in order to ensure the continued running of our core activities.

This year the financial position of the Trust has allowed us to designate £7,203 towards the cost of the 2016 Summer school which will allow the Trust to provide activities for a larger number of students. We have also designated £1,000 towards the cost of a composer project, which will offer a new creative music experience to our Saturday school students. We are currently holding £52,738 cash at bank (unrestricted funds) and £8,203 (designated).

#### **Plans for future periods**

We plan to continue to offer the core activities (described above) of our Saturday School as we did in 2015-16. We are planning a project that will enable orchestra students to work with a local composer and hope to be able to do this in the forthcoming year. This project would enable students to learn about the process of how music is composed through to performing the piece at a concert.

We are planning another summer music school at Gainsborough School, Hackney, aimed at two groups:

- 25 students from Hackney Wick, who are either new to HYOT or were new HYOT students at last year's summer school.
- 25 current HYOT students or other local applicants

The two groups will work alongside each other and sometimes together in groups and for the concert, at our 2016 summer music school project-taking place in July 2016.

This project aims to make HYOT's music education provision available to a greater number of students, so increasing the diversity of the group that we reach. Many of our existing students have worked in orchestras and individually but don't regularly have the opportunity to play in ensemble groups. Many new students will not have had the experience of playing in ensembles or an orchestra before and many will have taken part in them for the first time at last year's summer school. The project will provide opportunities for new and existing students to work in smaller ensemble groups and a larger orchestral group intensively over the week, as well as the opportunity to experience a wider range of music. The project also provides the opportunity to participate in a choir. Many of both our new and existing students do not otherwise sing in a choir. The week's activities will culminate in a concert performance, bringing together all the students, with family, friends and local people joining the audience.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (continued)**

#### **Structure, Governance & Management**

##### **Governing Document**

Hackney Youth Orchestras Trust was established by a Deed of Charitable Trust on 23 June 1992 and was registered in England & Wales as a charity on 22 July 1992. Registered charity number 1013051.

##### **Charity / Organisation**

The management committee consists of 8 trustees who undertake continuing development activities relating to managing a charitable organisation e.g. by attending training sessions organised by Hackney Council for Voluntary Service (HCVS) and other charity trainers. There is in house support and training delivered by HYOT's professional charity manager.

##### **Appointment of trustees**

Prospective trustees are appointed through a process of advertising, both through local community networks, internally to reach parents and carers and through regional and national web-based channels. Selection of applicants is made by a panel of existing trustees and external experts against formal selection criteria, which are reviewed annually. There are no reserved trustee positions. The formal positions of chair, secretary and treasurer are elected by the trustees' board. Other trustees take on specific specialist roles e.g. fundraising and the coordination of restricted funds.

##### **Trustees Induction & Training**

New trustees undergo an orientation to brief them on: their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction activity they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (continued)**

#### **Related parties and cooperation with other organisations.**

HYOT has a relationship with Hackney Music Service (HMS) – a body funded by the Hackney Learning Trust, which governs education in the borough. This provides opportunities for HYOT students to play in other borough-wide ensembles and to attend special workshops and projects. HYOT is a partner organisation with HMS as 'hub' borough music education provider and network organiser and this has resulted in enhanced opportunities for collaboration and educational development.

HYOT also partners with Stoke Newington School (SNS) – a specialist arts and media college (including 6th form). HYOT offers 10 free scholarships for SNS students in receipt of free school meals.

Trustees are asked to declare any potential conflict of interest at the start of each trust meeting, as well as any that may arise in relation to decisions made outside a trust meeting. Trustees refer to Charity Commission guidance; *Manage a conflict of interest in your charity* for advice on managing any potential conflict of interest.

#### **Pay policy for staff**

The Trust's trustees and the senior managers comprise the key management personnel of the charity in charge of directing and controlling, running and operating the Trust on a day-to-day basis. All trustees give their time freely and no trustee received remuneration during the year. The pay of all staff is reviewed annually and normally increased in accordance with average earnings. The trustees consider pay levels in similar organisations in the voluntary sector as well as rates advised by the Musicians' Union when reviewing staff pay.

#### **Risk Management**

The trustees have drawn up a risk register which provides dates and details of action to be taken to reduce the risks faced by the charity. The charity also holds instrument insurance, employer's liability insurance, public liability insurance and trustees indemnity insurance. There are safeguarding and child protection, equality and diversity, health and safety, confidentiality, concessions, financial and risk management policies in place and all staff and trustees have Disclosure and Barring Service (DBS) enhanced checks. The charity holds reserves so that costs are covered and core activities continue in the event that fundraising is less successful than anticipated.

#### **Special Acknowledgement**

The Trustees are grateful for all the support the organisation gets from its funders, individuals, Stoke Newington Media and Arts College, Hackney Music Service and other community organisations. Their extended support has made it possible to continue to offer a high quality service to our users. The Trustees acknowledge the contribution of the manager, staff and volunteers for their work, commitment and loyalty.

## **HACKNEY YOUTH ORCHESTRAS TRUST**

### **REPORT OF THE TRUSTEES (continued)**

#### **Statement of Trustees' Responsibilities**

Charity 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 charity and of its results for that period. In preparing those financial statements the trustees are required to:

Select suitable accounting policies and then apply them consistently

Make judgements and estimates that are reasonable and prudent

State whether the policies adopted are in accordance with the Charities SORP and with applicable accounting standards, 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 assume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with relevant law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

#### **Review and Results**

The Trustees report on a surplus of £104 on operations for the year under review.

#### **Balance Sheet**

Details of the major items on the balance sheet can be found in the notes to the accounts.

The fluctuations in debtors and creditors year on year are purely the result of the timing of receipts and payment around the year-end.

**HACKNEY YOUTH ORCHESTRAS TRUST**  
**REPORT OF THE TRUSTEES (CONTINUED)**

**Independent Examiner**

The Management Committee will appoint a new Independent examiner or re-appoint Community Accountancy Project at a forthcoming Trustees meeting.

Approved by the trustees on 25<sup>th</sup> June 2016 and signed on their behalf by

.....  
Trustee

.....  
Trustee



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HACKNEY YOUTH ORCHESTRAS TRUST**

I report on the Financial Statements of the Hackney Youth Orchestras Trust for the year ended 31<sup>st</sup> March 2016, which is set out on pages 18 to 20, and notes to the Financial Statements on pages 21 to 23.

### **Respective responsibilities of trustees and examiner**

The charity's trustees of Hackney Youth Orchestras Trust are responsible for the preparation of the accounts. The charity's trustees consider that an audit requirement for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 (5) (b) of the Charities Act, and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### ***Independent Examiner's Statements***

In connection with the examination, no matter has come to our attention:

- 1) Which gives us reasonable cause to believe that in any material respect the requirements**
  - To keep accounting records in accordance with section 130 of the Charity Act; and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charity Act have not been met; or
- 2) To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.**

**Cyndi Smart**

**Date:** 30<sup>th</sup> June 2016

**Community Accountancy Project**

The Print House  
18 Ashwin Street  
London E8 3DL

Registered Charity No. 1013051

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## HACKNEY YOUTH ORCHESTRAS TRUST

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2016

	Unrestricted Notes	Restricted Funds	2016 Total Funds	2015 Total Funds
	£	£	£	£
<b>Incoming Resources:</b>				
<i>Incoming Resources from Charitable activities</i>				
LB Hackney – Main Grant	17,774	0	<b>17,774</b>	10,000
Jack Petchey Foundation	0	1,000	<b>1,000</b>	1,200
John Lewis Partnership	5,000	0	<b>5,000</b>	5,000
Ellis Will Trust	0	0	<b>0</b>	5,000
LB Hackney – Summer School	0	4,953	<b>4,953</b>	0
Petchey – Small Grant	0	750	<b>750</b>	0
Summer school Fees	0	1,070	<b>1,070</b>	0
<i>Voluntary Income</i>				
Registration Fees	36,485	0	<b>36,485</b>	34,775
Donations	3,760	0	<b>3,760</b>	2,483
Gift Aid	2,500	0	<b>2,500</b>	0
<i>Investment Income</i>				
Bank Interest	847	0	<b>847</b>	872
<b>Total Incoming Resources:</b>	<b>66,366</b>	<b>7,773</b>	<b>74,139</b>	<b>59,330</b>
<b>Resources Expended:</b>				
<i>Charitable Activities</i>				
Admin Support	9,567	0	<b>9,567</b>	9,350
Tutorial Fees	44,243	218	<b>44,461</b>	42,215
Summer school	7,035	6,773	<b>13,808</b>	0
Training	0	0	<b>0</b>	656
Rent	4,460	0	<b>4,460</b>	4,890
Instruments	0	403	<b>403</b>	488
Music / Instruments Maintenance	62	594	<b>656</b>	357
Musical Instruments	0	276	<b>276</b>	0
Insurance (Instruments)	187	0	<b>187</b>	203
Stationery / Postage etc	50	0	<b>50</b>	43
Students' Prizes	0	0	<b>0</b>	165
<i>Balance C/fwd</i>	<i>65,604</i>	<i>7,861</i>	<i>73,465</i>	<i>58,282</i>

## HACKNEY YOUTH ORCHESTRAS TRUST

### STATEMENT OF FINANCIAL ACTIVITIES (continued) FOR THE YEAR ENDED 31 MARCH 2016

	Unrestricted Notes Funds	Restricted Funds	2016 Total Funds	2015 Total Funds
	£	£	£	£
<i>Balance B/fwd</i>	65,604	7,861	73,465	58,282
<i>Governance Costs</i>				
Trustees Indemnity Public Liability	378	0	<b>378</b>	325
DBS	12	0	<b>12</b>	0
Accountancy fees	180	0	<b>180</b>	130
	_____	_____	_____	_____
<b>Total Resources Expended</b>	<b>66,174</b>	<b>7,861</b>	<b>74,035</b>	58,737
<b>Net incoming (outgoing) resources For the year</b>	192	(88)	104	593
Balance b/ fwd 1 April 2015	60,941	88	61,029	60,436
	_____	_____	_____	_____
<b>Balance carried forward at 31 March 2016</b>	<b>61,133</b>	<b>0</b>	<b>61,133</b>	61,029
	=====	=====	=====	=====

# HACKNEY YOUTH ORCHESTRAS TRUST

## BALANCE SHEET AS AT 31 MARCH 2016

	Notes	2016 £	2015 £
<b>Fixed assets</b>			
Tangible fixed assets		0	0
		—	—
<b>Current assets</b>			
Debtors		2,500	0
Cash at bank and in hand		59,633	61,029
		—	—
		62,133	61,029
<b>Liabilities:</b> amounts falling due within one year 10		(1,000)	(0)
		—	—
<b>Net current Assets</b>		<b>61,133</b>	61,029
		—	—
<b>Net Assets</b>		<b>61,133</b>	61,029
		=====	=====
<b>Funds</b>			
Unrestricted income funds:			
General		53,930	60,423
Designated		7,203	0
Restricted funds:		0	13
		—	—
		<b>61,133</b>	60,436
		=====	=====

Approved by the Trustees on 25<sup>th</sup> June 2016 and signed on their behalf by

.....  
Trustee

.....  
Trustee

# HACKNEY YOUTH ORCHESTRAS TRUST

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016

### **1 ACCOUNTING POLICIES:**

#### **Basis of preparation of Financial Statements**

The financial statements are prepared under the historic cost convention and include the result of the charity's operation which is described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities.

The charity has taken advantage of the exemption of Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small charity.

### **2 INCOMING RESOURCES:**

Revenue grants are credited on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included on the Balance sheet as deferred income to be recognised in the future accounting period.

Grants received for specific purposes are accounted for as restricted funds in the Statement of Financial Activities.

### **3 RESTRICTED FUNDS:**

Restricted funds are to be used for specific purposes as lay down by the donors. Expenditure, which meets these criteria, is identified to the fund, together with a fair allocation of management and support costs.

### **4 UNRESTRICTED FUNDS:**

Unrestricted funds are donations and other incomes received or generated for the objects of the charity without further specified purpose and are available for general funds.

### **5 DESIGNATED FUNDS:**

Designated funds are unrestricted funds earmarked by the Trustees / Management Committee for particular purposes.

### **6 INVESTMENT INCOME:**

Credit is taken for interest when the interest falls due for payment.

## HACKNEY YOUTH ORCHESTRAS TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (CONTINUED)

#### 7 FIXED ASSETS AND DEPRECIATION:

Tangible fixed assets are depreciated at the following rates using the reducing balance basis taking into account the estimated useful life of these fixed assets and their anticipated residual value:

Instruments	25% per annum
Computers / Printers	25% per annum

#### Tangible Fixed Assets

	Musical Instruments	Computers etc	TOTAL
<b>COSTS:</b>			
@ 1 April 2015	20,755	1,092	<b>21,847</b>
<b>Additions</b>	0	0	<b>0</b>
<b>@ 31 March 2016</b>	<b>20,755</b>	<b>1,092</b>	<b>21,847</b>
<b>DEPRECIATION:</b>			
@ 1 April 2015	20,114	1,092	<b>21,206</b>
Charge for Year	641	0	<b>641</b>
<b>@ 31 March 2016</b>	<b>20,755</b>	<b>1,092</b>	<b>21,847</b>
<b>NET BOOK VALUE @ 31 MARCH 2016</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### 8 ADMINISTRATION EXPENDITURE:

Administration expenditure comprises costs incurred in running the charity. Where applicable, some of these costs have been treated as direct charitable expenditure.

#### 9 INTEREST RECEIVABLE AND SIMILAR INCOME

	2016 £	2015 £
Bank interest	<b>847</b> ===	872 ===

## HACKNEY YOUTH ORCHESTRAS TRUST

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (CONTINUED)

#### 10 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Accruals - Professional fees	0	0
- Other Creditors	0	0
- Income in Advance (SHPC)	1,000	0
	—	—
	<b>1,000</b>	<b>0</b>
	=====	===

#### 11 DEBTORS:

	2016 £	2015 £
Gift Aid (HMRC)	<b>2,500</b>	0

#### 12 RESTRICTED FUNDS BALANCE

	Balance B/fwd 1 April 2015	Incoming Resources	Resources Expended	Balance C/fwd 31 March 2016
Jack Petchey	88	1,000	(1,088)	<b>0</b>
Summer School	0	6,773	(6,773)	<b>0</b>
	<b>88</b>	<b>1,000</b>	<b>(7,773)</b>	<b>0</b>

#### 13 REMUNERATION OF TRUSTEES:

The Trustees did not receive any remuneration in the year.