

DIAPASON LIMITED

Company No. 899572

Charity No. 264274

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2018

DIAPASON LIMITED

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DIAPASON LIMITED

TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2018

The Trustees present their report for the year ended 31 July 2018.

Status:

Diapason Limited is a company limited by guarantee (no 899572) and a registered charity (no 264274), governed by its Memorandum and Articles of Association.

Operating Name:

Diapason Limited operates under the name of Young Music Makers (YMM).

Trustees:

In the Annual Report to 31 July 2017 we left out the names of the trustees who had served during the whole or part of the year to 31 July 2017. We apologise to them and now set out the list as it should have appeared - names omitted from the Annual Report to 31 July 2017 are in heavy print. The dates of resignation, where applicable, are shown in brackets:

Susannah Butterworth (resigned 31 July 2017)

Bill Dann (appointed 23 June 2017)

Ben Geoghegan (resigned 31 July 2017)

Koullis Kyriacou

Cecile Laborde

Severine Philardeau (appointed 13 May 2017)

Debbie Shewell (appointed 13 May 2017)

Robert Sumerling (resigned 31 July 2017)

Martina Wicklein

Louise Williams (appointed 14 January 2017)

Mike Yule (resigned 23 June 2017)

The trustees throughout the year and at the date of signing this report, who are also directors for the purposes of the Companies Act, were:

Dr. Martina Wicklein —Co-Chair

Debbie Shewell —Co-Chair

Koullis Kyriacou —Treasurer

Prof Cecile Laborde

Bill Dann (resigned 28th April 2018)

Severine Philardeau (Appointed 13 May 2017)

Louise Williams (resigned 28th April 2018)

Alison Chandler (Appointed 28th April 2018)

DIAPASON LIMITED

TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2018

Trustees are elected at the Annual General Meeting, and one third of the Trustees are required to retire by rotation each year but may be re-elected.

Registered Office:

58 Hems Lane
Welwyn Garden City
AL7 2AH

Independent Examiner:

David Harrod FCA
Harrod Neilson & Company
Chartered Accountants
Bushey Heath
Hertfordshire WD23 1PH

Bankers:

Lloyds Bank plc
140 Camden High Street
London NW1 0NG

DIAPASON LIMITED TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2018

Objectives, Policy and Operations.

We, the current trustees, are pleased to give this report on the activities of Young Music Makers in the academic year which ended on 31 July 2018. YMM was established with the object of advancing the musical education of children by providing the means to encourage children to make music together from an early age. The company Diapason Ltd., which is limited by guarantee and trades as Young Music Makers (YMM), was incorporated in 1967. YMM started as an unincorporated business a few years before that. It carries out its objectives by providing a weekend music school mainly for children but is open to students of all ages. The school provides tuition by individual lessons, small and large groups and also organises regular concerts to provide performance opportunities. The privacy, data protection, health and safety, safeguarding and whistleblowing policies have all been updated and can be found on our website www.youngmusicmakers.co.uk/policies

Organisation

Governance, that is the strategic management of YMM, oversight of its finances, and approval of teachers and policy setting is carried out by the Committee of unpaid, voluntary Trustees (who are also the Directors for the purposes of Company Law). We are all parents of children and young people who are, or until recently have been, students at YMM, or who have our own close connections with the school. The trustees are the means by which YMM account to parents and students. We are always looking out for new members to join the committee so that it represents the current school population.

Management and detailed running of the school was carried out during the year by the Management Team comprising the Musical Director Daisy Coole and the Administrative Director Rebecca McChrystal. The Management Team work from their own homes during the week and at YMM's Centre at La Sainte Union School on Saturdays. The Musical Director is responsible for the organisation of concerts and workshops. The Administration Director is responsible the day-to-day running of the organisation, including recruitment of tutors, finances, timetabling and policy updates. The Administration Team jointly manage teachers, develop musical strategies and advise the trustees on the musical development of YMM.

The Administrative Director is responsible for finance by collecting, recording and banking tuition fees paid by parents and students. The AD pays general outgoings, teachers' pay and administration fees. All payments (with supporting documentation) are signed off by the trustees. Finance is processed primarily online, with the use of Xero accounting software and online banking. We encourage parents and students to pay fees online as part of a move to simplify YMM's finances. The Administration Director has financial authority in conjunction with one other trustee for many routine financial items.

Teachers, who number around 32, are appointed to join YMM on the recommendation of the Administration Team in line with YMM's safe recruitment practice, as detailed in YMM's safeguarding policy. The Musical Director appraises the early performance of each new teacher and makes a progress report to Trustees at the end of that teacher's probationary first term. All tutors are in possession of Disclosure and Barring Service check valid within 3 years, complete a Safeguarding induction course upon appointment and receive annual safeguarding updates. Tutors have access to an online handbook that contains all of YMM Policies and codes of conduct, all of which are reviewed annually by the Trustees. The Administrative team and 2 trustees are trained as designated safeguarding leads, with our chair of trustees trained in Dignity at Work, all of whom take responsibility for the welfare of our students and staff.

The Administration Team run the school on Saturdays assisted by a group of paid, young assistants who help in running the school by setting up rooms for lessons and groups, seating for concerts, photocopying, clearing and storing equipment at the end of the day. Any young assistants under 16, or within compulsory education are appointed after a Young Person's Work Permit has been granted from the Borough of Camden and manual handling training has been given.

DIAPASON LIMITED TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2018

We meet at least once a term with the Administration Team. The Company AGM is held each year in January and this time will be on Saturday 12th January 2019. Most of the Trustees visit the school each Saturday, liaising with the Directors in making day to day decisions and dealing with finance. The Trustees are expected to attend the full YMM Concerts held at the end of each term, as well as many of the other smaller instrument-specific concerts and external events. There are more performance opportunities than ever before, with departments expanding and there is always a supportive and full audience at these very enjoyable showcase events.

The Annual General Meetings (AGM) and all other termly meetings are open to the parents. Structured as normal for organisations which are public-facing, the format of all meetings are Part 1 —open to all, and Part 2 (closed) —which deals with confidential items such as pay reviews. The meetings are advertised via email and social media at the start of each term, as well as in the foyer when they become due.

Review of Activities for the year.

YMM has been a vital part of the North London music scene providing musical education for over 50 years. We operate on Saturdays in school term time and the school Centre at La Sainte Union School, Highgate Road NW5 is used to the full. We are grateful to the La Sainte Union management for this facility. The cafe (a separate business) which operates from the school canteen is a vibrant and vital part not only of the YMM fabric but is also a social meeting point for parents, teachers and students in its own right. Small concerts showcasing skills are played regularly each Saturday. We have again had a strong year. Student numbers were around 330 and a significant improvement from this time last year. On a financial note our policy is to retain in reserve the equivalent of one term's operating costs. The trustees are satisfied that the current reserve matches the reserve target. We monitor finance constantly. YMM does not receive any local authority funding and is wholly dependent on fee income and occasional charitable grants for instrument purchase. Student fees were last raised in January 2015 and teachers' pay is reviewed regularly. The next review has taken place and an increase in fees will take effect in January 2018. A summary of the school activities for the year:

Highlights of the Autumn Term 2017

New groups launched: Taster Violin and Grade 5-theory-in-a-year. New teachers appointed: Hannah Gardiner, violin (new position), Reuben Fowler, brass (replacing Owen Dawson) and Rea Qunta, piano (new position). The YMM All Stars performed at both York Rise and Lady Somerset Road street festivals in early September. Our annual Choral Concert, including all six YMM choirs, happened on November 25th and our end-of-term Christmas concerts were split into an Early Years and a Main Concert.

Highlights of the Spring Term 2018

Michael Kiwanuka came in to coach the Rock n Pop 1 group on a song they composed. Annual concerts: Singer-songwriter concert on Feb 3rd, Soloists Concert on March 10th and our formal, Easter Evening Concert on March 24th.

Highlights of the Summer Term 2018

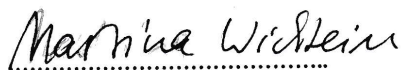
New tutors: Alex Griffiths, flute & recorder, (replacing Hollie Lukas). Adult Flute moved to the care of existing tutor, Sara Minelli and Nikos Baroutsakis was appointed as one of our classical guitar tutor, (replacing Andres Caputo). Michael Kiwanuka came in to coach Rock 'n Pop 2 ready for our June Bandstand gig on Hampstead Heath. Our annual Jazz Concert was held at St Luke's Kentish Town. Recorder & Guitar concert was on the 19th May, with our most senior recorder duo performing in the garden of St Luke's Kentish Town, as part of the Fleet Festival on Sunday 10th June. Annual concerts: Piano Concert 16th June. The jazz and rock 'n pop bands delighted the crowds at the Bandstand, Hampstead Heath on Sunday 24th June. We finished the year in style with our Early Years & Main Summer Concert on 30th June, the standard of performance in this concert was noticeably high across the board. Many thanks to our wonderful team of tutors and ensemble tutors who worked so hard to make this happen.

DIAPASON LIMITED TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2018

Final Note: YMM does not enter students for grade examinations: this is done by students or their parents in consultation with our teachers but YMM gives all possible support. The tremendous results achieved throughout the year provide an important external benchmark for the school's performance. All students receive an end of year report. We express our thanks to Daisy Coole, Rebecca McChrystal, the music teachers, and the behind the scenes young helpers for their hard work, enthusiasm and commitment to YMM in the year. YMM provides an ever greater and changing variety of performance events and classes. We are delighted that so many children (and adults) are enjoying YMM facilities.

Financial review: The current invested reserves are applied only for the benefit of the students; for example, using last year's profit to support bursary students in the following year, upgrade the YMM instruments to a better quality for performance and booking external events or artists for workshops. With recruitment drive efforts during Sep 2016-July 2018, YMM has successfully raised student numbers to the ideal figure of 350. YMM's next goal is to apply for funding to support more lower-income students over the long-term.

Signed on behalf of the board of directors



MARTINA WICKLEIN (Co-Chair)

Date: 12 January 2019.....

DIAPASON LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the company for the year ended 31 July 2018, which are set out on pages 7 to 11

Respective Responsibilities of trustees and examiner

The Trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Direction 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 you as 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 Statement

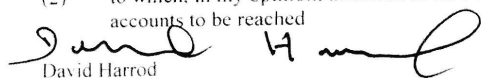
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

Have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



David Harrod
Harrod Neilson & Company
8 Highbridge Close
Radlett
Herts WD7 7GW

12 January 2019

DIAPASON LIMITED**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2018**

	Notes	<u>2018</u>	<u>2017</u>
Income and Expenditure			
Incoming resources			
Activities in furtherance of the charity's Objects			
Pupil fees and levies		196,265	184,497
Sale of concert tickets		2,290	2,596
Interest received		6	52
Donations		1,853	2,561
Sundry Income		<u>677</u>	<u>-</u>
Total incoming resources		<u>201,091</u>	<u>189,706</u>
Resources expended			
Charitable expenditure			
Activities in furtherance of the charity's Objects	2	174,262	162,776
Management and administration	2	<u>18,881</u>	<u>18,555</u>
Total resources expended	2	<u>193,143</u>	<u>181,331</u>
Net Income for the year		7,948	8,375
Funds brought forward at 1 August 2017		<u>40,297</u>	<u>31,922</u>
Funds carried forward at 31 July 2018		<u>£48,245</u>	<u>£40,297</u>


The notes on pages 9 to 10 form part of these accounts.

DIAPASON LIMITED**BALANCE SHEET AT 31 JULY 2018**

	<u>NOTE</u>	2018	2017
		£	£
Fixed Assets			
Tangible fixed assets	4	19	5
Current Assets			
Cash at bank		49,502	41,802
Creditors: Amounts falling due within one year			
Sundry Creditors & Accruals		<u>1,276</u>	<u>1,530</u>
Net Current Assets		<u>48,226</u>	<u>40,272</u>
Total Assets less Current Liabilities		<u>£48,245</u>	<u>£40,297</u>
Funds			
Unrestricted		<u>£48,245</u>	<u>£40,297</u>

In the opinion of the directors, the company is entitled to the exemption under Section 477 of the Companies Act 2006. The members have not required the company to obtain an audit in accordance with Section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006 and for preparing accounts which give a true and fair view of the state of affairs of the company as at 31 July 2018 and of its profit or loss for the financial year in accordance with the requirements of Section 396 of the Companies Act 2006, and which otherwise comply with the requirements of that Act relating to accounts, so far as applicable to the company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, were approved by the Board on 12 January 2019 and signed on its behalf.


.....
KOULLIS KYRIACOU
TREASURER


.....
MARTINA WICKLEIN
CO-CHAIR

The Notes on pages 9 to 10 form part of these accounts.

DIAPASON LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2018

1. STATUS OF COMPANY

Diapason Limited is a company registered in England and Wales, limited by guarantee and not having a share capital. It is a registered charity and is not liable to direct UK taxation on its charitable activities.

2. ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities. Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

Pupil fees and levies are recognised in the Statement of Financial Activities in the period to which they relate.

Expenditure

Expenditure is allocated directly to either Direct Charitable Expenditure or Management and Administration wherever possible. Common costs are allocated on a basis which seems reasonable in accordance with the nature of the expense.

Direct Charitable Expenditure

Direct charitable expenditure represents expenditure directly on the organisation's charitable objectives of furthering childrens' musical education.

Management and Administration

Management and administration costs relate to the costs of complying with legal obligations or administering the organisation and dealing with the financial matters.

Depreciation

Fixed Assets acquired for the use of the charity are depreciated at rates calculated to write off their costs over the estimated useful lives. The rates applied are:

Office Equipment	25% on written down value
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Musical Instruments are written off to Income and expenditure in the year of purchase.

Fund Accounting

Unrestricted funds represent those monies available for use on the charity's objectives.

Designated funds are amounts of those unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

DIAPASON LIMITED**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2018 contd****3. TOTAL RESOURCES EXPENDED**

	Tutors' Fees £	Depreciation £	Other Costs £	Total 2018 £	Total 2017 £
Direct charitable expenditure	133,420	-	40,842	174,262	162,776
Management and administration of the charity	-	6	18,875	18,881	18,555
	<u>£133,420</u>	<u>£ 6</u>	<u>£59,717</u>	<u>£193,143</u>	<u>£181,351</u>

Other costs include rent of school premises on Saturdays of £15,950 (2017 - £16,500) and Independent Examiner's fees of £1,200 (2017 £1,530).

4. TRUSTEES

No trustees received any remuneration or reimbursement of expenses incurred in the course of duties as trustees (2017- £Nil). The children of trustees attend classes on the same terms as all other children.

5. TANGIBLE FIXED ASSETS

	Office Equipment £
Cost	
At 1 st August 2017	1,948
Additions	<u>-</u>
At 31 st July 2018	<u>£1,948</u>
Depreciation	
At 1 st August 2017	1,923
Charge for the year	<u>6</u>
At 31 st July 2018	<u>£1,929</u>
Net Book Value	
At 31 st July 2018	£ <u>19</u>
At 31 st July 2017	£ <u>25</u>

6. AVERAGE NUMBER OF EMPLOYEES

The average number of persons employed by the company was 1 (2017-1)

DIAPASON LIMITED
Analysis of Expenditure Year Ended 31 July 2018

	Direct Charitable £	Management & Administration £	Total £	2017 Total £
Tutors' fees	133,420	-	133,420	120,821
Printing, Postage & Stationery	308	308	616	693
Rent	15,950	-	15,950	16,500
Telephone	321	320	641	719
Insurance	1,525	-	1,525	1,232
Administration Fees	14,879	14,878	29,757	30,522
Professional Fees	-	1,068	1,068	720
Independent Examiners Fees	-	1,200	1,200	1,530
Concert expenses	1,252	-	1,252	2,674
Website & Marketing	220	-	220	2,100
Musical Instruments	5,285	-	5,285	3,151
Sundry Expenses	1,102	1,101	2,203	661
Depreciation	-	6	6	8
	<u>£174,262</u> =====	<u>£18,881</u> =====	<u>£193,143</u> =====	<u>£181,331</u> =====