

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE
YEAR ENDED 30 JUNE 2019
FOR
BRITISH KODALY ACADEMY**

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BRITISH KODALY ACADEMY
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for the year ended 30 June 2019

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BRITISH KODALY ACADEMY
REPORT OF THE TRUSTEES
for the year ended 30 June 2019

The trustees present their report with the financial statements of the charity for the year ended 30 June 2019. The trustees have adopted the provisions of 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).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

OBJECTIVES AND ACTIVITIES

History, Objectives and Activities of the Academy

The BKA is a music educational charity governed by the Constitution adopted at the Extraordinary General Meeting of 13 August 2008, as amended (in respect of one sub-clause) at the Annual General Meeting of 25 September 2011.

The objects of the BKA are to promote the advancement of musical education in accordance with the principles and practices as taught by Zoltan Kodály. The BKA accordingly seeks to disseminate those principles and practices, and to promote understanding and knowledge of them, through courses, workshops and demonstrations relating the philosophy and practice of Zoltan Kodály to British musical heritage.

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OBJECTIVES AND ACTIVITIES

Public benefit

When planning our activities for the year the trustees consider the Charity Commissions guidance on public benefit.

1. The BKA's aims with regard to the advancement of musical education are to give access to an internationally highly-regarded approach to music education, in which the skills and concepts are taught in a structured and progressive way - thus helping to address the lack of structure and progression that has been highlighted as a widespread shortcoming in current British music education provision. The Kodály approach, whilst invaluable for music teachers seeking continued professional development, offers non-specialists an effective way of developing their own understanding and their capacity to teach others. Whilst relevant at all ages, it can be of particular value for those working with very young and primary age children. Generalist class teachers have usually had very little input on music teaching in their initial training and are often reliant on books and CDs for teaching resources. BKA courses build an understanding of the development of musical skills.

2. The BKA's courses are open to anyone whether wanting to develop their musical skills and understanding for their own benefit or, as teachers, wanting to improve their teaching skills. We continue to update our range of provision for training and professional development, and in 2014 relaunched an accredited certificate course, commensurate with HE1 (NVQ level 4). Those eligible to undertake this include students with little or no previous Kodály training. Provision for those with no, or very little music experience has been extended with our Kodály Certificate Foundation Level CPD Certified Course. BKA activities include a range of courses held in different parts of the country to make access easier for people from widely different geographical locations. The majority of courses are open to all adults, except where previous experience or study on a previous course is required for entry to a higher level course, the latest instance of which is the second level of the accredited certificate course, commensurate with HE3 (NVQ level 6) - launched in August 2017 for Primary teachers.

3. The BKA is addressing a need for musical and pedagogical development, alongside active music making - as noted by Ofsted, widely attested by individuals (both music teachers and others), and further explored in various recent reports. While BKA courses have to be self-financing in most cases, profit is not a motive, most administrative work being done by volunteers who only receive expenses, or a small honorarium in some cases. Profits are sought from other activities, such as sales of books and other resources, in order to provide a reserve to be used for development, tutor training and additional help for students. Governance and other core expenses are met from membership subscriptions and donations. Efforts are made to keep fees to students as low as possible, and concessionary price options are usually provided for the main courses, helping to make them accessible to those on low incomes. Hardship funding is available to further benefit those in difficult circumstances. Assistance is also given through the Cecilia Vajda Memorial Scholarship, financed by dedicated donations and fund-raising. Awards of this scholarship are made each year to one or more students in the form of full funding of tuition fees at a major BKA course.

Grantmaking

The BKA is not a grant making charity.

ACHIEVEMENT AND PERFORMANCE

REVIEW OF PROGRESS AND ACHIEVEMENTS 2018-19 AND PLANS FOR THE FUTURE

1.Welcome

It has been a great pleasure to prepare our annual report on behalf of the Trustees for presentation at the AGM taking place at the University of Nottingham, University Park Campus, on 15 August. We thank all our members for their interest in, and support for, the work of the BKA.

Last year we took up the suggestion to hold the AGM during the Summer School, as used to be the case up until 2009, to see whether it became easier to achieve a quorum. As can be seen from the Minutes of that meeting, it was very successful, with 35 members present - many of them Summer School attendees but others who had travelled specially, which was much appreciated.

We are glad to report again on the many encouraging and exciting events in the life of the BKA during the past year, emphasising the numerous ways in which the BKA has made a contribution to music education in the UK and beyond, as well as supporting individuals who are looking to develop their own musical skills.

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ACHIEVEMENT AND PERFORMANCE

2. BKA Courses

The Trustees believe that, during 2018-19, we continued to fulfil our mission to disseminate Kodály's principles and practices and to promote knowledge and understanding of his philosophy to many people.

Our major residential course was extremely successful: The 36th International Summer School took place at Nottingham University - our first visit there. The accommodation in Cripps Hall was much appreciated and we were able to make good use of the excellent facilities in the University Music Department, including its recital hall, lecture theatre, practice rooms and plenty of pianos!

We continued our aim of containing the costs and maintaining the fees at a reasonable level and we continued to offer a broad range of options to encourage a wide spectrum of applicants.

We welcomed back, as tutors, many friends from the UK, Hungary and France to work alongside our own highly regarded tutors, and we were delighted to welcome some less familiar Hungarian tutors too: Katalin Körtvési, Anikó Novák and Gabriella Thész. We were thrilled that IKS President James Cuskelly could also take part before flying back to Australia, and are grateful for his enormous contribution. Every day saw excellent teaching whilst each evening offered superb presentations.

The Summer School was rated a truly successful and inspirational event, both for newcomers and for friends who had been before. We welcomed a number of students from abroad as well as many from the UK and, after the obvious Kodály focus of the classes, it was lovely to hear delegates demonstrating the music of their own cultures and genres. Some of these informal performances were seen by many on Facebook. Less publicity appeared in that form for the Musicianship and Methodology classes which make up the core of our timetable - an imbalance of which the Trustees were aware and which we have taken steps to address at the 2019 Summer School.

The Trustees wish to extend huge thanks to Nicky Woods for the smooth way in which she led the 2018 event at Nottingham - her third time as the Summer School Administrator, liaising with applicants and also with the university conferencing staff who were most helpful. It is a reflection of the success of the venue that we are returning there in August 2019 and anticipate doing so again in 2020.

Grateful thanks go also to Alan Murdock for his work on the 2018 Summer School booklet which, as well as offering useful information for delegates about the course arrangements, contained interesting snippets of Kodály information, with lovely photographs.

Our second major course of the 2018 -19 year, the Spring Course, took place in April 2019, again at a new venue: the University of Huddersfield has developed a real interest in the Kodály approach and has already hosted weekend courses as well as providing the venue for the Northern Kodály Choir.

BKA member Ben Lawrence was a student there and it is due to his enthusiasm and hard work in liaising with the university that we have established such a good relationship with them. Ben and Sally Leeming together undertook the administration of the non-residential Spring Course and the Trustees wish to record gratitude to them for the huge amount of work they undertook to ensure that the course ran smoothly.

We welcomed many returning tutors: from Hungary, Bori Szirányi whose teacher training skills are so carefully and meticulously presented; Orsolya Szabó who enjoyed teaching in St. Paul's Hall, a former church, with a beautiful grand piano; from France, Allan Hubert-Wright who was in demand as so many people benefit from his vocal classes; and from the UK we welcomed the return of Lynne Clark and Mark Penrose.

Appreciation must also be given to what we would call our own BKA tutor team, and we are fortunate to have BKA members with a high standard of teaching skills upon which we can draw. We're conscious that there are other members whose skills could be used and our vision is to find ways to develop this potential, backed by training as necessary, so that we enlarge the pool of suitable tutors available to us.

3. Accredited Courses

The Level One Certificate Course ran during 2018-19 with 20 students starting the "Certificate of Professional Practice in the Kodály Concept of Music Education: Level 1" at the 2018 Summer School. Again, the Primary strand was the most subscribed. There were no applicants for Level Two in what would have been its second year.

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ACHIEVEMENT AND PERFORMANCE

We had a number of withdrawals during the year from the Level One course, mainly due to the pressure of students' teaching jobs, and only ten students continued with Part Two at the Spring Course in Huddersfield.

Last year we reported that work had begun to identify possible ways in which our certificate course can be made more accessible to more people, and more manageable in terms of the financial commitment involved. Consultations have been ongoing and a new approach has been designed which will offer modules for students - to make participation more manageable - and also reducing the number of study weekends with their overhead costs of travel and accommodation.

Thanks are due to Lucinda Geoghegan and Esther Hargittai, with input from Hannah Grant and Helen Russell, for exploring and persevering until a modular course was devised that will make life easier whilst in no way de-valuing the standards required to obtain the certificate. There has been some refining of the Musicianship levels required for entrance to and exit from the various strands. It will all be available to read on the BKA website soon.

For the 2019 - 20 season, we have applicants for Level One and Level Two of the Certificate Course but this will be the final year in which it will run in this way. The new, modular course will commence at the Summer School 2020.

The Certificate Foundation Course requires attendance at two weekend events and the submission of a short assignment. In its second year it has attracted a good number of delegates appreciating this particular structure. It has also proved useful to some newcomers wanting an introductory Kodály based experience on one or both weekends without necessarily seeking a certificate.

The Trustees extend thanks to Lucinda Geoghegan as the Administrator and to all the tutors who have worked consistently in their teaching, preparing and marking to ensure that the highest standards have been maintained in all areas of the accredited courses.

4. CVMS

The Trustees are delighted to report the continued success of the Cecilia Vajda Memorial Scholarship. There were 19 applicants in April this year, some inspired to apply because of their positive experiences at the Spring Course, and the standard remained as high as ever. The Trustees thank all the applicants who wrote about their vision for making use of the scholarship. Congratulations are due to the three who received awards covering their tuition fees for the 2019 Summer School.

The Trustees were able to offer the scholarships thanks to the health of the scholarship fund. We record our thanks to Mary Skone-Roberts, Cecilia's loyal companion and the executor of her estate, for her support of the CVMS and her gift of Cecilia's books on "The Kodály Way to Music" to each award winner. We also record with gratitude the fund-raising efforts co-ordinated by BKA Membership Secretary Sally Edwards at last year's Summer School, to which so many delegates generously contributed, achieving a total sufficient to cover the full cost of one future scholarship.

The Trustees express their thanks to all the members of the re-constituted CVMS panel who worked so carefully in the selection process. We thank Jonathan Burgess for his guidance as chair of the panel, for his hard work in conducting the telephone interviews with the shortlisted candidates and for his careful reporting to the Trustees.

5. Study Tour

In February 2019 a five-day BKA Study Tour took place, the eighth to be organised by Lucinda Geoghegan. This year the tour attracted 13 participants for whom the Kodály Institute, with the personal involvement of Dr. László Norbert Nemes, a Patron and an Honorary Member of the BKA, provided a timetable of morning observations in a selection of Budapest schools, followed by excellent afternoon workshops led by Bori Szirányi at the Kodály Museum. The focus of the 2019 tour was Primary music education, which was very impressive.

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This year there was no traditional day in Kecskemét as there had been a three-day symposium there the previous week focusing on Kodály, Orff and Dalcroze, followed by a two day mini study tour focusing on Early Years. Several BKA members had followed this programme instead of the one in Budapest.

Plans are already in place, and expressions of interest arriving, for another Study Tour in February 2020.

6. Katalin Forrai Award

During our 2018/19 season the Committee of the International Katalin Forrai Award, chaired by BKA Honorary Life Member Mary Place, announced the latest winner of the biennial Katalin Forrai Award, who is Gail Godfrey of Australia. Gail has contributed much to the lives of many children and their families and also to many teachers, especially in Queensland. We congratulate her and thank the Award Committee for its invaluable work in keeping alive the memory of Katalin Forrai and her enormous contribution to music for the Early Years.

7. Members

Our grateful thanks go to our Membership Secretary, Sally Edwards, who is also one of our Trustees. As well as keeping the membership records and all the administration connected with that role, Sally makes many contributions behind the scenes. She assists the Course Administrators, runs fundraising activities at courses and together with BKA Trustee Alan Murdock is planning the BKA "2020 Vision" concert in St. John's Smith Square on 6 March next year.

Thanks must also go to Sally for the BKA Member's Day she organised in January this year. Held at City Lit (City Literary Institute, London) it featured activities/workshops led by four BKA members. Our thanks go to Nikhil Dally, Emma Ede, Jeanette Massocchi and Len Tyler for their excellent presentations as well as to Esther Hargittai who introduced the day with a warm up, featuring musicianship training with a lovely Israeli song.

Membership stands at around 200 though this is in flux as the payments come in at the start of the new financial year 01/07/19.

We have a BKA Members' Facebook page (a closed group of some 129 members) and an Open British Kodály Academy page (a public group with c. 1.5k members).

Communication with our members and the wider public is also carried out via our website. The Trustees record thanks to Helen Russell for maintaining the website and sending beautiful Mail Chimps to keep members up to date with events. She keeps the e-lists of interested non-members, sending them information about courses and so on; and on the website she plays a large part not only in organising the presentation of information but also in managing the technicalities of the online payment arrangements.

We reported last year that we were trialling a year without a printed Courses Brochure. This appears to have worked well, giving more flexibility should the dates of a course need to be changed, and so on. The dates can all be found on the website, to which nearly every member now has access.

We have also trialled a year without a printed Newsletter. Many members had opted for the electronic version, leading to smaller print runs and hence higher costs per copy printed. The Trustees are aware that there is currently a gap where fewer articles are being submitted for the Mail Chimp News, and measures are being considered to address this during the year ahead.

Regional Coordinators: The BKA has also been creating a team of coordinators to encourage and support Kodály activities in their particular region. Rebecca Willson, who is coordinating the scheme, has encouraged a number of members to take on this role and has brought a series of names for Trustee approval. Of course it is important that the Regional Coordinators liaise with the BKA over any plans, to ensure that the BKA is in a position to give informed support and take ultimate responsibility for what goes out in its name.

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ACHIEVEMENT AND PERFORMANCE

8. Kodály Links

Our tutors are invited to share their Kodály knowledge with other organisations and this has often become a reciprocal arrangement. Part of our mission is about maintaining relationships of mutual support and collaboration for the wider appreciation and application of Kodály principles and practice.

Esther Hargittai teaches Kodály classes on the String Training Programme at the Guildhall School of Music and Drama and also she teaches musicianship to adults at the Blackheath Centre for Singing.

Group and individual musicianship tuition continues at various levels and there is a "Find a Teacher" Directory on our website. The BKA is immensely grateful to musicianship tutors who run adult musicianship groups and/or individual lessons during the year.

Starting in September, Alan Murdock will be running a Musicianship training programme on Friday evenings at the Wheatsheaf Community Centre, Vauxhall, where he also directs the London Kodály Choir once a month. While not itself a BKA project, the choir offers a good opportunity for singing high quality music and practising solfa, and for fruitful interaction between the organisations.

The Northern Kodály Choir, set up in 2016-17 by BKA member Ben Lawrence, has continued to meet once a month at the University of Huddersfield, under the direction of BKA Trustee Nicky Woods. This too brings interaction between organisations.

Lucinda Geoghegan continues to contribute to Kodály courses - travelling around the UK and further afield, including Hungary, Singapore and Australia.

Zoe Greenhalgh continues to engage with MERYC (Music Educators and Researchers of Young Children) and with Note Weavers, which brings together and supports practitioners of Music in Early Childhood in North West England.

Len Tyler continues to be an enthusiastic ambassador for Kodály and tirelessly encourages people to find out more about the Kodály approach. He has provided several workshops during 2018 -19 and is always willing to add another venue to his busy schedule both in the UK and abroad.

We are glad to have maintained our links with many like-minded organisations including the Kodály Institute in Kecskemét, the International Kodály Society, NYCoS, Dalcroze UK and Colourstrings.

We recognise that BKA members, wherever they live, are creating awareness of the Kodály approach in their particular sphere of work and activity. Everyone is much appreciated, even if not singled out by name. Your membership reflects the value placed on this approach and affirms belief in the Kodály philosophy - not only for us now but for keeping it alive in the next generation. The BKA is its members!

Many of you are sharing the joys and benefits of music with your pupils in the schools where you work, and have been doing so for a long time. We would like to mention Joe Walton, who has been following a Kodály programme at the Boys' Preparatory section of Monmouth School and, through him, we have been able to arrange a residential Spring Course for 2020 at Monmouth Girls' School, which has excellent facilities. More information will be available soon.

9. Education scene

We remain Corporate Members of ISM-SMA and MEC, and we're grateful that these organisations keep us informed on all current issues.

ISM continues to campaign for the protection of the creative and performing arts in schools, and is still running a campaign to protect the freedom of movement for all those working in the creative industries post-Brexit.

MEC has run a series of seminars, at which the BKA has been represented, and has recently produced a summary of the key issues and priorities drawn from the national reports on music education that have been published in the last twelve months.

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We were amongst the many organisations present at the Music & Drama Education Exhibition at Olympia in March 2019, its fourth year at this venue, organised by Rhinegold Publishing (now part of the Mark Allen group). In October 2018 the BKA was present at the second Northern Music Education Exhibition which took place at the Manchester United football ground. At both events, we were visited by many interested delegates and there were several people who followed up with book orders or course attendance.

The BKA's Bookstore has continued to flourish, as teachers and others appreciate the quality and value of the publications offered for sale. Demand is mostly via the online sales facility and principally from the UK, but there is also a steady inflow of orders from abroad. Stocks were made available at both the Summer School and the Spring Course, generating a good level of sales - and students appreciated being able to browse.

First Thing Music: We are delighted to report that Lindsay Ibbotson's research project has been extremely successful. Supported by the Tees Valley Music Hub and the BKA, it has involved an investigation into the impact of Kodály-based music education in some 60 primary schools, primarily in the Tees Valley and a few in Sheffield. Lucinda Geoghegan and Zoe Greenhalgh prepared the teachers to deliver the programme, which started in September 2018 and concluded in June 2019 with a celebration at which certificates were presented by the Chair of the BKA.

Although the research results are not yet published, Lindsay has been able to convey to us the positive impact that the project has had on the teachers and on their schools. Some of the participants completed the Foundation Course and the Head of the Tees Valley Music Education Hub has been so impressed that she is following up the year's work with further projects to involve all the schools within scope of the Hub.

10. Trustee matters

The 2017 - 18 report explained how the Trustees had begun work to improve the internal management of the BKA by re-arranging the committee structure.

This year we have been looking at the case for changing the legal structure of the BKA, to suit the way in which our organisation has developed in size and range of activities, and to reflect the most up-to-date requirements, recommendations and available options given by the Charity Commission. Currently the BKA is an unincorporated charity, one consequence of which is that the Trustees have unlimited personal liability - this is no longer practical or realistic.

The Trustees took the decision that the BKA should become a Charitable Incorporated Organisation (CIO), and we have prepared a new Constitution using a Charity Commission template. The next steps are to register the CIO with the Charity Commission and, in accordance with our current Constitution, ask the members to vote to dissolve the existing charity in preparation for establishing a new one of the same name.

This has all been carefully explained in the correspondence giving notice of this year's AGM and, as stated there, we have been very fortunate to be guided by Making Music: we became a group member during the year and have benefited enormously from their expertise - they have been guiding us along each step of the way in this legal process.

It must be noted that, under Clause 8 of the new Constitution, should the CIO be wound up, the Trustees would not be required to contribute personally to the CIO's funds to settle its debts and liabilities.

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FINANCIAL REVIEW

Financial position

The accounts show an overall increase of some £13,000 in the past year, thus more than making good the reduction of just over £10,000 in 2017-18.

Courses and Workshops

On courses and workshops we aimed as usual to break even, but both the Summer School in August 2018 and the Spring Course in April 2019 attracted numbers in excess of budget and made a significant net contribution to BKA funds. Costs of the Study Tour activities in Hungary (February 2019) were satisfactorily covered by participants' fees, as were those of the Foundation Course which ran on two weekends at Huddersfield (April and May.)

By contrast, expenditure on the Kodály Certificate Course (Level One) was not matched by fees received; the course costs include a fixed element which could not be reduced commensurately with depletion of student numbers. Given that the course in its present format is very demanding on students - financially as well as in terms of work and time commitment - it is pleasing to see high take-up of places for the new year starting at the 2019 Summer School, including bookings for Level Two as well as for Level One. (Restructured Certificate Course arrangements, in modular format, which future students should find more flexible and manageable, are due to be put in place in time for the Summer School in August 2020.)

Other items

The Bookstore continued busy with postal sales throughout the year plus "away event" activity when books and materials are displayed and offered for sale particularly at major BKA courses. Annual turnover was again above £20,000, and there was a very useful net contribution of over £4,000 to help support the BKA's work, though both figures were lower than in 2017-18.

Aside from expenditure on courses, and on postages and re-stocking for the bookstore, the range of other costs involved in running the BKA amounted to over £11,000 last year. This total includes allocated bank charges and website costs, accountancy costs, promotional expenditure where not course-specific, and the cost of meetings. The last-mentioned has been affected by re-organisation now in place, reducing the number of levels at which meetings are held - and, as promised, we have moved to using lower-cost meeting venues wherever practical.

As noted in the report a year ago, governance costs should be at least matched by the total of net income under the headings of Membership and Donations, with associated Gift Aid (tax reclaimable in respect of subscriptions and donations received). This objective, missed in 2017-18, was met in 2018-19. The Membership income figure was again just under £9,000. Gift Aid income attributable to unrestricted funds was slightly down - we would like to encourage more members who are UK taxpayers to help the BKA by gift-aiding their subscriptions and donations, which they can do at no cost to themselves.

General donations were higher by over £3,000, thanks to one very large gift (anonymous) along with numerous smaller contributions - all of them most welcome and much appreciated. The donations figure also includes a regular feed from the "easy fundraising" scheme whereby supporters can, at no cost, secure automatic donations to their chosen charity via their online shopping.

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FINANCIAL REVIEW

Reserves policy

The main principle of the reserves policy is to have 10% of budgeted expenditure in reserve for the year, and to keep enough surpluses for immediate projects. Relating this to the start of 2019-20, the 10% requirement would indicate the need to hold some £14,000 in reserve. In fact the BKA's year-end cash balance in the Business account stood at £60,000 and, looking at month-end figures through the past financial year, has been consistently above £41,000. That pattern is expected to continue, in addition to the cash balance of over £7,000 held untouched in the BKA's separate Reserve account.

We have customarily also reported a more complex formula according to which, in addition to a 10% reserve of last resort, the funds held at the start of the year should include enough to cover Summer School expenditure for the first six months of the year, plus 50% of the year's foreseen expenditure on other courses (excluding certificate courses). Also, the business account should hold as working capital a sum equal to expected membership subscriptions for the coming year, plus enough to purchase replacement stock and fulfill sales orders in the aftermath of the Summer School. According to this, the levels at the start of 2018-19 should be:

For Reserve	£14,000
For Summer School	£57,000
For other (non-certificate) courses	£13,000
For working capital in current account	£15,000
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Giving a combined total of	£99,000
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As the balance sheet shows, net current assets (unrestricted funds) stood at approximately £69,000 at the last year-end. Some £17,000 of that total was tied up in stocks. On the other hand, the £69,000 figure excludes a net inflow of some £13,000 already in hand at 30 June in respect of the August 2019 Summer School. These factors serve to amend the relevant assets figure from £69,000 to £65,000. The more stringent reserves formula would therefore indicate an apparent shortfall of £34,000.

There would be no quick way of bridging such a gap, which would require finding additional sources of income on a substantial scale. Meanwhile these figures simply help to remind us of the necessity for careful and realistic budgeting on all aspects of BKA activity, and for continuing effective control of all expenditure.

Restricted fund

From the fund reserved for Cecilia Vajda Memorial Scholarship awards, £1,275 was disbursed for the benefit of three award winners, to cover their tuition fees at the 2018 Summer School. During the year, total incoming resources (comprising donations received expressly for the scholarship fund, and receivable Gift Aid) amounted to £1,155, giving a balance of £3,076 at the year end.

(This does not reflect the three scholarship awards made in respect of the 2019 Summer School, which belong for accounting purposes in the next financial year, 2019-20.)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

BRITISH KODALY ACADEMY

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Management and Governance Arrangements

The Executive Committee is composed of elected members, minimum of three and maximum of nine, who undertake to carry out all the running of the organisation on a voluntary basis, either by carrying out the work themselves, or by appointing others to do it. Officers and Trustees are appointed at the AGM. If a new trustee is appointed after the AGM they must resign or be confirmed at the next AGM. A member of the executive committee automatically becomes a trustee.

The BKA has no fixed premises but organises courses and workshops in Kodály Musicianship and Pedagogy in different venues in areas where a need is present and where a viable course can be run, usually with the help of a local representative who is a member of the BKA or in sympathy with its aims. All courses are intended to be self-financing.

Risk Management

The trustees have assessed the major risks to which the charity is exposed in particular those relating to operations and finance of the Trust and are satisfied that systems are in place to mitigate their exposure to major risks.

Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities 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 applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Preparing the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

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 the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

326552

Principal address

The Trustees
98 Thompson Avenue
Richmond
TW9 4JN

BRITISH KODALY ACADEMY

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REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

M Oliver
J Oliver
S Edwards
L Geoghegan
E Hargittai
A Murdock
N Woods
E Burgess - appointed 7.8.18
N Ibbotson - appointed 7.8.18

Patrons

Mme Sarolta Kodály
George Caird
Bob Chilcott
Dr Douglas Coombes
Iván Fischer
Gilbert de Greeve
David Hill
Dr László Norbert Nemes

Honorary President

Gillian Earl GRSM LRAM Ad Dip BKA CKME

Independent examiner

LDP Luckmans
1110 Elliott Court
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Herald Avenue
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Bankers

Lloyds Bank plc
83 Clarence Street
Kingston upon Thames
Surrey
KT1 1RE

APPRECIATION AND CONCLUSION

Of course, with the emphasis within the BKA very much on music education, much of our work is inevitably aimed at helping those who work in education - but we are also mindful of our role in offering to all people a way to develop musicianship to deepen their musical experience and understanding, thereby enriching their lives as a whole. It was Kodály's firm conviction that "music is an indispensable part of universal human knowledge" and "Music should belong to everyone".

The Trustees wish to thank all our members and all those who have attended our events. These events have not only spread the Kodály message, but have opened the window of understanding to many people. We are grateful to all our volunteers who have contributed on the Education Planning Board, chaired by Lucinda Geoghegan, to devise the content of the main courses; the Course Administrators who work so hard to ensure their smooth running; those who work on advertising, the website, and so on.

I would like to thank all the Trustees who have worked so hard this year and given such commitment in overseeing the management of the BKA. We believe that our report depicts a lively organisation, actively furthering our objectives with the exciting events we offer, and developing the range and scale of what we do.

BRITISH KODALY ACADEMY

**REPORT OF THE TRUSTEES
for the year ended 30 June 2019**

We have appreciated Nick Ibbotson's sound advice during his first year as a Trustee and it has been good to have Ena Burgess on board as Secretary. Other Trustees have already been thanked in other contexts but that is not to ignore their contributions at Trustee meetings, which deserve huge appreciation. And all the Trustees extend an enormous vote of thanks to John Oliver for his really careful and thorough work as Treasurer.

If you can offer your services and skills in any way, you would be welcomed: as a healthy, growing organisation, we really want to encourage you to become involved and be prepared to help guide the BKA - so that it can continue to work for a high standard of music teaching in our schools and to sustain into the next generation Kodály's belief in the power of music to heal and enrich. At this time in our world, we would surely do well to share his belief that "mankind will live the happier when it has learned to live with music more worthily".

Approved by order of the board of trustees on 15 August 2019 and signed on its behalf by:

Margaret Oliver,

M Oliver - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH KODALY ACADEMY**

Independent examiner's report to the trustees of British Kodaly Academy

I report to the charity trustees on my examination of the accounts of the British Kodaly Academy (the Trust) for the year ended 30 June 2019.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



M D Spafford
LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

15 August 2019

BRITISH KODALY ACADEMY

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 30 June 2019**

	Notes	Unrestricted fund £	Restricted fund £	2019 Total funds £	2018 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		16,091	1,155	17,246	13,996
Charitable activities					
Academy		107,084	-	107,084	138,688
Other trading activities	2	21,413	-	21,413	23,331
Investment income	3	4	-	4	4
Total		<u>144,592</u>	<u>1,155</u>	<u>145,747</u>	<u>176,019</u>
 EXPENDITURE ON					
Raising funds		19,427	-	19,427	20,931
Charitable activities					
Academy		<u>111,563</u>	<u>1,275</u>	<u>112,838</u>	<u>165,134</u>
Total		<u>130,990</u>	<u>1,275</u>	<u>132,265</u>	<u>186,065</u>
 NET INCOME/(EXPENDITURE)		<u>13,602</u>	<u>(120)</u>	<u>13,482</u>	<u>(10,046)</u>
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>55,133</u>	<u>3,196</u>	<u>58,329</u>	<u>68,375</u>
 TOTAL FUNDS CARRIED FORWARD		<u><u>68,735</u></u>	<u><u>3,076</u></u>	<u><u>71,811</u></u>	<u><u>58,329</u></u>

The notes form part of these financial statements

BRITISH KODALY ACADEMY

**BALANCE SHEET
At 30 June 2019**

	Notes	Unrestricted fund £	Restricted fund £	2019 Total funds £	2018 Total funds £
CURRENT ASSETS					
Stocks	8	17,242	-	17,242	16,646
Debtors	9	3,981	110	4,091	5,230
Cash at bank		64,748	2,966	67,714	49,226
		<u>85,971</u>	<u>3,076</u>	<u>89,047</u>	<u>71,102</u>
CREDITORS					
Amounts falling due within one year	10	(17,236)	-	(17,236)	(12,773)
NET CURRENT ASSETS		<u>68,735</u>	<u>3,076</u>	<u>71,811</u>	<u>58,329</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>68,735</u>	<u>3,076</u>	<u>71,811</u>	<u>58,329</u>
NET ASSETS		<u><u>68,735</u></u>	<u><u>3,076</u></u>	<u><u>71,811</u></u>	<u><u>58,329</u></u>
FUNDS	11				
Unrestricted funds				68,735	55,133
Restricted funds				<u>3,076</u>	<u>3,196</u>
TOTAL FUNDS				<u><u>71,811</u></u>	<u><u>58,329</u></u>

The financial statements were approved by the Board of Trustees on 15 August 2019 and were signed on its behalf by:

Margaret Oliver.

M Oliver -Trustee

J Oliver

J Oliver -Trustee

The notes form part of these financial statements

BRITISH KODALY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from courses and summer school is accounted for on an accruals basis and recognised as income when the course is held and in the case of summer school when it has taken place. Receipts in advance of courses are carried forward on the balance sheet as deferred income.

Membership subscriptions and donations are accounted for when received.

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs are primarily associated with constitutional and statutory matters and include website costs.

Costs for courses are allocated to the course where course specific, the remaining costs are allocated on a percentage basis as decided by the treasurer.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRITISH KODALY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 30 June 2019

1. ACCOUNTING POLICIES - continued

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

2. OTHER TRADING ACTIVITIES

	2019	2018
	£	£
Sale of music books & videos	21,413	23,331
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	4	4
	<u> </u>	<u> </u>

4. INDEPENDENT EXAMINERS REMUNERATION

Fees in relation to the independent examination of the charities financial statements were £1,920 (2018: £3,300).

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2019 nor for the year ended 30 June 2018 .

Trustees' expenses

The trustees received reimbursed expenses amounting to £6,449 (2018: £5,605), mainly in relation to travel costs. Four trustees received fees for teaching of £4,657 (2018: £7,854).

6. STAFF COSTS

No employees received emoluments in excess of £60,000.

There were no employees during the current or previous years.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	13,465	531	13,996
Charitable activities			
Academy	138,688	-	138,688
Other trading activities	23,331	-	23,331
Investment income	4	-	4
	<u> </u>	<u> </u>	<u> </u>
Total	175,488	531	176,019

BRITISH KODALY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 30 June 2019

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
EXPENDITURE ON			
Raising funds	20,931	-	20,931
Charitable activities			
Academy	163,454	1,680	165,134
Total	184,385	1,680	186,065
NET INCOME/(EXPENDITURE)	(8,897)	(1,149)	(10,046)
RECONCILIATION OF FUNDS			
Total funds brought forward	64,030	4,345	68,375
TOTAL FUNDS CARRIED FORWARD	55,133	3,196	58,329

8. STOCKS

	2019 £	2018 £
Stocks	17,242	16,646

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Other debtors	4,091	5,230

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Other creditors	17,236	12,773

Deferred income

	2019 £	2018 £
Deferred income at 1st July 2018	7,725	29,647
Released from previous years	(7,725)	(29,647)
Income deferred in the year	13,361	7,725
Deferred income at 30th June 2019	13,361	7,725

Deferred income relates to the Summer School 2019 which takes place after the year end.

BRITISH KODALY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 30 June 2019

11. MOVEMENT IN FUNDS

	At 1.7.18 £	Net movement in funds £	At 30.6.19 £
Unrestricted funds			
General fund	55,133	13,602	68,735
Restricted funds			
Cecilia Vajda Memorial Scholarship	3,196	(120)	3,076
TOTAL FUNDS	<u>58,329</u>	<u>13,482</u>	<u>71,811</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	144,592	(130,990)	13,602
Restricted funds			
Cecilia Vajda Memorial Scholarship	1,155	(1,275)	(120)
TOTAL FUNDS	<u>145,747</u>	<u>(132,265)</u>	<u>13,482</u>

Comparatives for movement in funds

	At 1.7.17 £	Net movement in funds £	At 30.6.18 £
Unrestricted Funds			
General fund	64,030	(8,897)	55,133
Restricted Funds			
Cecilia Vajda Memorial Scholarship	4,345	(1,149)	3,196
TOTAL FUNDS	<u>68,375</u>	<u>(10,046)</u>	<u>58,329</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	175,488	(184,385)	(8,897)
Restricted funds			
Cecilia Vajda Memorial Scholarship	531	(1,680)	(1,149)
TOTAL FUNDS	<u>176,019</u>	<u>(186,065)</u>	<u>(10,046)</u>

BRITISH KODALY ACADEMY

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the year ended 30 June 2019

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.17 £	Net movement in funds £	At 30.6.19 £
Unrestricted funds			
General fund	64,030	4,705	68,735
Restricted funds			
Cecilia Vajda Memorial Scholarship	4,345	(1,269)	3,076
TOTAL FUNDS	<u>68,375</u>	<u>3,436</u>	<u>71,811</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	320,080	(315,375)	4,705
Restricted funds			
Cecilia Vajda Memorial Scholarship	1,686	(2,955)	(1,269)
TOTAL FUNDS	<u>321,766</u>	<u>(318,330)</u>	<u>3,436</u>

The General fund represents the free reserves of the charity that are not designated or restricted for particular purposes.

The Cecilia Vajda Memorial Scholarship (CVMS) restricted funds represents donations received to provide scholarships which pay for the tuition fees on specific Kodaly courses following an annual application and selection process.

12. RELATED PARTY DISCLOSURES

There were no related party transactions made in 2019.